

ANNUAL ELEMENT



Federal Fiscal Year 2009

Equal Employment Opportunity Program



Equal Employment Opportunity Program Annual Element Update

Federal Fiscal Year 2009

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Appendices

- Appendix A: EEO – 4 Report
As required in Section 709, Title VII Civil Rights Act of 1964; the *EEO-4 Report* is an annual report State and local governments must file with the Equal Employment Opportunity Commission (EEOC) that delineates workforce job categories and salary intervals by minority status and sex.
- Appendix B: Caltrans ADHOC Report #05-054
- Appendix C: EEO Telephone Directory
- Appendix D: Listing of Acronyms

CALTRANS – EEOP PROGRAM

Introduction

The *Annual Element Update* reports the California Department of Transportation (Caltrans) Equal Employment Opportunity Program (EEOP) accomplishments for Federal Fiscal Year (FFY) 2009 and the Caltrans EEOP goals for FFY 2010. This report is prepared in accordance with 23 Code of Federal Regulations (CFR), Part 230.

Caltrans Equal Employment Opportunity Program

The Caltrans EEOP ensures equality and fairness in all personnel and management practices, policies and procedures and promotes full Equal Employment Opportunity (EEO) realization for Caltrans applicants, employees, vendors, and contractors. The Caltrans EEOP focuses on developing the operational and institutional relationships needed to administer a successfully implemented Caltrans EEOP.

Staffing Structure

The Caltrans EEOP consists of two units:

1. Policy, Procedures and Training Unit
2. Discrimination Complaint Investigation Unit (DCIU)

The Caltrans EEOP staffing structure consists of:

- Chief
- Staff Services Managers (2)
- Associate Government Program Analysts (8)
- Staff Services Analysts (6)

CALTRANS – 2009 EEOP ACCOMPLISHMENTS

The Caltrans EEOP is committed to providing EEO for all employees and applicants on the basis of merit, without regard to race, color, ancestry, sex, age, religion, national origin, marital status, sexual orientation, medical condition, political affiliation, or disability. The Caltrans EEOP's primary objective is to promote full EEO realization, including compliance with the *Americans with Disabilities Act* (ADA), through instituting an employment program that eliminates discrimination based on factors that are irrelevant to job performance.

The Caltrans EEOP is responsible for developing policy and directives for the Caltrans internal EEO programs and providing oversight and guidance for successful administration of these programs. In addition, the EEOP ensures that the work environment is free from discrimination against employees or members of the public and promotes a diverse workforce founded upon equality of opportunity.

The FFY 2009 Caltrans EEOP accomplishments include:

EEO Policy and Related Deputy Directives

Religious Accommodation Deputy Directive (DD-76-R1) was revised and distributed to all Caltrans employees.

EEO Technical Assistance Training Workshop

The EEO *Technical Assistance Training Workshop* (TATW) provided:

1. Mandatory training was provided to EEO officers and managers via video conference. This training included a refresher on EEO laws and case laws and was provided by Equal Employment Opportunity Commission.
2. EEO updates and technical publications to EEO officers and managers, as required by 23 CFR Part 230, Subpart C, App. A, California Government Code Section, (CGCS) 19795 (a) and Executive Order (EO) S-6-04.

Disability Advisory Council (DAC)

CGCS 19795 (b) requires each State agency to establish a Disability Advisory Council (DAC). Caltrans actively supports statewide and local district DACs. The DAC:

1. Made recommendations regarding Caltrans policy, programs, and practices affecting persons with disabilities.
2. Promoted education and training to increase sensitivity and awareness about disability issues.
3. Fostered open and effective communication throughout Caltrans regarding disability issues.
4. Planned a Disability/Diversity Awareness Day Celebration for October 2009.

Diversity Awareness Training

New Diversity Awareness Training (DAT) modules were introduced.

1. Rank and File Employees - *Meet on Common Ground*.
2. Managers and Supervisors - *We Need to Meet*.

Disability/Diversity Awareness Celebration

A statewide Disability/Diversity Awareness Celebration Week was planned, coordinated, and executed. This year's celebration was expanded, with the districts hosting individual events on different days to enable the Caltrans Director to attend the district events.

These events were held at headquarter's in Sacramento and the district offices, in order to:

1. Provide information to Caltrans employees about various cultures.
2. Better understand diversity through food, dance, art and employment.

Religious Protection and Accommodation Deputy Directive

The Religious Protection and Accommodation Deputy Directive is a reiteration of federal and State religious protection and accommodation, which seeks to provide a workplace free from discrimination or harassment.

Caltrans provided, and will continue to provide, reasonable accommodation for religious beliefs, observances, and practices in accordance with applicable State and federal laws.

Supervisors and Managers Training

Training for new EEO managers, officers, and supervisors was developed and provided to explain how to implement the Caltrans EEO Policy and related Deputy Directive requirements. The following training was provided:

1. *Caltrans EEO Policy/Related Deputy Directives*
2. *EEO Staff Guide/Plan*
3. *Set the Standard in the Work Environment*
4. *Process to Establish Required Standards (in the work environment)*
5. *Recognize Inappropriate Behavior*
6. *Sexual Harassment Prevention Training (SHPT)*
7. *Diversity Awareness Training (DAT)*
8. *Quick Reference Guide* to help supervisors and managers understand their responsibilities for implementing EEO Policy and related Deputy Directives and how to respond promptly to alleged incidents of sexual harassment or discrimination.
9. *Cover Your Assets (CYA)* designed to assist managers and supervisors with determining discriminatory behavior in the work place. This training includes topics such as: *EEO Basics [Agent vs. Employee]*, *Protected Group Categories*, *Theories of Discrimination*, and *Preventive Measures*.

Presentations and Training

Throughout the year, Caltrans employees obtained training on the importance of EEO, diversity, non-discrimination, and sexual harassment prevention.

The Caltrans EEOP Chief and Program Manager made presentations to district directors and their executive staff on:

1. Director's Policies
2. EEO
3. SHPT
4. Caltrans EEOP Mission
5. Available products, services, and training

Video Teleconferences

Monthly video teleconferences (VTC) were conducted to inform EEO managers, officers, and supervisors about current statewide activities and to share updates on EEO training, event planning and accomplishments.

Regional EEOP Meetings

Regionalized meetings were held to discuss district cases, issues, and questions in the three Caltrans EEO regions:

- | | | |
|-------------------|-------------|-----------------|
| 1. North Region | District 1 | Eureka |
| | District 2 | Redding |
| | District 3 | Marysville |
| 2. Central Region | District 4 | Oakland |
| | District 5 | San Luis Obispo |
| | District 6 | Fresno |
| | District 9 | Bishop |
| | District 10 | Stockton |
| 3. South Region | District 7 | Los Angeles |
| | District 8 | San Bernardino |
| | District 11 | San Diego |
| | District 12 | Irvine |

Upward Mobility Guide

The Upward Mobility Guide is designed to give Caltrans employees an understanding about the opportunities available for advancing to more challenging, higher paying positions; it is a joint venture between EEOP and the Office of Recruitment and Examination Services.

The Upward Mobility Guide provides guidance about how employees can:

1. Receive individual counseling from their managers and or supervisors.
2. Obtain information and guidance about career opportunities and how to develop a career plan.

Employees who participate in the Upward Mobility Program have the option to take proficiency exams and/or complete required education and training programs designed to provide them with the skills and knowledge needed for advancement.

EEO and DCIU Web Site

The EEO and DCIU Web site provides information and resources to employees; this includes information about the DCIU investigative process, as well as Complainant and Respondent rights.

DISCRIMINATION COMPLAINTS**Informal Discrimination Complaints**

Caltrans received a total of 30 informal discrimination complaints during FFY 2009, which includes all informal complaints received at Headquarters (HQ) EEOP and the 12 district EEO offices.

Formal Discrimination Complaints

Caltrans received a total of 139 formal discrimination complaints in FFY 2009. This total includes all complaints received at HQ EEOP and the 12 district EEO offices.

Listed below are the types of discrimination complaints received.

Types of Complaints

- Demotion or Disciplinary Action
- Denial of Promotion
- Denial of Reasonable Accommodation
- Denial of Selection
- Denial of Transfer
- Differential Treatment
- Harassment
- Layoff
- Sexual Harassment
- Termination

CALTRANS – 2010 EEOP GOALS

The goal of the EEOP is to achieve EEO excellence through the activities of highly skilled representatives at all levels of Caltrans' diverse workforce. For FFY 2010, EEOP will focus on the following goals and objectives:

Goal 1

Promote an accessible, safe, and healthy work environment that is free from discrimination and harassment.

Objective 1.1: Review the Caltrans EEO Policy and related Deputy Directives to ensure that they remain current with regulations and law.

Goal 2

Provide effective training and guidance to managers, supervisors, and employees about EEO, other Civil Rights laws and Caltrans policies and procedures; to help them address workplace situations respectfully, legally, and consistently.

Objective 2.1: Launch a Web-based SHPT, to meet new statutory requirements and mitigate Caltrans' legal liability.

Objective 2.2: Update the *Disability Awareness Prevention Training* module. Offering this training through the *Caltrans News* and the DAC meetings to mitigate Caltrans legal liability.

Objective 2.3: Update and provide the EEO component of New Employee Orientation. Train new employees and outline the requirements of the Caltrans EEO Policy and related Deputy Directives, as well as behavioral expectations in the work environment.

Objective 2.4: Work with the training office, EEO managers, and supervisors to ensure new supervisors/managers are provided with EEO and sexual harassment prevention training as quickly as possible. This training will outline the EEO Policy, related Deputy Directive requirements and the supervisor's responsibilities when dealing with inappropriate behavior in the work place.

(Caltrans – 2010 EEO Goals – Continued)

- Objective 2.5:** The Caltrans EEO Office and district EEO supervisors/managers and officers will advertise training modules to supervisors and managers during their regular staff meetings. These modules will review the guidelines for implementing the Caltrans EEO Policy and related Deputy Directives; as well as expectations of behavior in the work environment.

Goal 3

Establish a Caltrans-wide Outreach Program to employees.

- Objective 3.1:** Continue to update and improve the EEO and DCIU Web site to ensure that the most current information is available to Caltrans employees.
- Objective 3.2:** Promote the celebration of cultural heritage events to help Caltrans employees understand and embrace diversity; e.g. Black Heritage Month, Chinese New Year, Cinco de Mayo, Tet Nguyên Dán, etc.
- Objective 3.2:** Develop and update handouts, such as Frequently Asked Questions (FAQ), concerning EEO goals and objectives or posters that highlight Diversity Awareness and how Caltrans employees can help support EEO goals and objectives.

Goal 4

Provide updated training and guidance to EEO supervisors, managers and officers so that they can function in their capacities as Caltrans EEO subject-matter experts.

- Objective 4.1:** Schedule an Annual EEO Technical Assistance Training (TAT) workshop to help EEO supervisors, managers and officers remain current about EEO issues and address any Caltrans process concerns.
- Objective 4.2:** Conduct monthly VTC meetings to update all EEO managers and officers about current statewide activities and plan for future EEO training and events.
- Objective 4.3:** Schedule quarterly regional meetings so that EEO supervisors/managers and officers will be updated about the EEO activities within their region's districts and provide a forum for training.

DISTRICT 1 – 2009 EEOP ACCOMPLISHMENTS

Communications

- Attended monthly meetings of the Northwest Committee for the Employment of People with Disabilities.
- Attended quarterly meetings of the Incident Response Team, Title VI Interdisciplinary Team and Regional EEO Meetings (Districts 2 and 3).
- Practiced to prepare for an Open House and Public Meetings of Projects within the District.
- Consulted with Districts 2 and 3 to finalize the North Region EEO Charter.

Disability Advisory Committee

- Participated as an Advisor for the District DAC.
- Maintained and updated the District 1 DAC Web site.

Discrimination Complaints

- Participated in the resolution of several EEO informal complaints with the Personnel Liaison and management.
- Assisted DCIU with formal complaint investigations by gathering information and scheduling interviews.

Hiring Panels

- Participated on eight interview panels.

Outreach

- Coordinated the Title VI Compliance Review from February 9 - 11, 2009.
- Co-sponsored and participated in the Northwest Committee for the Employment of People with Disabilities Annual Recognition Luncheon on May 14, 2009. This event recognizes individuals and organizations in Humboldt County that have gone the extra mile to work with and employ people with disabilities.
- Attended Simpson Lane/Route 1 Open House in Fort Bragg on July 1, 2009.

Recruitment

Event	Date
Humboldt State University's Career Expo	February 20, 2009
Hoopa Valley High School's Career Fair	April 2, 2009
Employment Development Department's Job Opportunity Fair	May 29, 2009
Humboldt County Fair	August 13-23, 2009
<p>Recruited the Loleta Union Elementary School's 7th and 8th grade classes to participate in the Garrett Morgan Symposium on March 25, 2009. The class project, HumRET (Humboldt Renewable Energy Transportation), was a plug-in hydrogen hybrid vehicle that uses renewable resources such as solar, wave, wind and algae to generate hydrogen and electricity.</p>	
<p>Held Diversity and Disability Awareness Day on October 8, 2008. Nine booths served ethnic foods and provided cultural displays. Representatives from Tri-County Independent Living, Redwood Coast Regional Center, Guide Puppies in Training, and the United Way provided informational tables. Approximately 100 people attended.</p>	

Training

Course	Participants
Sexual Harassment Prevention Training	Rank and File
	Supervisors and Managers
Title VI	Administration Staff – January 21, 2009.
<p>Provided information about the new online Title VI training to staff and tracked participation.</p>	

DISTRICT 1 – 2010 EEOP GOALS

- Plan a Diversity Day event for the month of October 2009.
- Plan a Disability Awareness Day and Bring Your Child to Work Day within the District.
- Pursue participation in the Adopt-A-School Program and Garrett Morgan Symposium.
- Coordinate and facilitate Title VI activities within the District; train greeters and participate in public outreach meetings to address Title VI issues.
- Continue to participate on interview panels.
- Continue to provide EEO, Diversity Awareness, Sexual Harassment Prevention and Title VI training to all district employees.

DISTRICT 2 – 2009 EEOP ACCOMPLISHMENTS

Outreach

- Served as coordinator of the District's Critical Incident Stress Management (CISM) Team and responded to employees that have experienced or been exposed to traumatic events while on the job.
- Provided guidance to supervisors and support for employees in need of Employee Assistance Program (EAP) services.
- Coordinated the district effort toward the ADA Transition Plan Update.
- Served as Student Assistant Coordinator and DAC Advisor.
- Participated in a Workplace Violence Training Development Meeting.

Communication

- Met with an advocate from the NorCal Center for Deafness to gain a better understanding of the challenges hearing impaired employees face on the job.
- Developed a Limited English Proficiency (LEP) Procedure and Resource Manual and distributed the manual to district office reception desks and all Maintenance Stations.
- Assisted with revising the North Region EEO Charter.
- Participated in Weekly ADA Transition Plan teleconferences and Title VI Interdisciplinary Team Meetings.

Training

- Conducted SHPT and Title VI training for all rank and file employees.

Training Received

- Violence in the Workplace Training and T4T
- Administrative Skills Certificate Program:
 - Customer Service
 - Communicating Effectively
 - Effective presentations
 - Teamwork
 - Problem Solving and Decision Making
- Understanding Poverty – hosted by Redding Literacy Program

Discrimination Complaints

- Participated in the resolution of EEO informal complaints with the Personnel Liaison and management.
- Assisted DCIU with investigating formal complaints.

Recruitment

The District Training Officer attended Career Day at:

- Corning High School
- Foothill High School

- Fall River Mills High School
- Oasis Jr. High class room presentation
- Job Fair at Shasta College
- Two Workshops (How to get a State Job) at Shasta College
- SMART Program of Shasta County for coordination of Displaced Worker Program, Youth Program, and Internship Program.

Marketing

Events
<ul style="list-style-type: none"> • Hosted successful 2nd Annual Diversity and Disability Awareness Day Event. • DAC members participated in community Relay for Life event. • Hosted Title VI Compliance Review of District 2. • Public Information Officer (PIO) hosted a “Kids Day 2009” event.

DISTRICT 2 – 2010 EEOP GOALS

- Host a successful Diversity and Disability Awareness Day Event.
- Complete SHPT for Supervisors/Managers.
- Continue the DAC efforts to influence awareness and sensitivity to all district employees.
- Attend Recruitment Events with the District Training Officer.
- Ensure all district employees use Best Management Practices (BMP) regarding Title VI and ADA activities.
- Continue training for Critical Incident Stress Management Team members.
- Continue North Region EEO Quarterly Meetings.
- Update District 2 DAC Plan.

DISTRICT 3 – 2009 EEOP ACCOMPLISHMENTS

Communications

- Attended weekly Executive Staff, Regional EEO and District Safety Awareness Committee Meetings.

Disability Advisory Committee

- Participated as an Advisor for the District Disability Awareness Committee.

Discrimination Complaints

- Worked with DCIU on the formal complaint process, gathering information, scheduling interviews and mailing notice letters.
- Consulted with Districts 1 and 2 to finalize the North Region EEO Charter.
- Established a new District database to track EEO complaints.

Outreach

- Conducted a presentation to Mathematics Engineering, Science Achievement (MESA) students at Yuba College - March 3, 2009.
- Held the second Diversity and Disability Awareness Day on December 16, 2008; approximately 350 people attended this event.

Recruitment

Event	Location + Date
ICC Engineering and Physical Sciences Internship and Fair	U C Davis - January 14, 2009
MESA Career Fair	CSU Chico - February 17, 2009
State Restrictions of Appointments (SROA) Fair	Cal Expo - June 5, 2009
College of Engineering Technical Career Fair at CSU	Chico - September 17, 2009
Scheduled two classes for the Garrett Morgan Symposium. The school involved is Riverside Meadows Intermediate School, Plumas Lakes, CA: <ul style="list-style-type: none">• Ms. Deitz's 7th grade class – A battery powered bike car – A car that can switch over from a chain and battery system, such as with a bike, to a solar car when the batteries can no longer charge.• Ms. DuShane's 8th grade class – The "Magic" Muffler – A muffler designed for bio-diesel vehicles that uses glass fibers to collect particles in the exhaust to drastically decrease the amount of pollution emitted into the environment.	

Training

- Conducted on-going SHPT in the district.
- Provided the link for the new Title VI online training module and collected certificates from individuals that completed the training.

DISTRICT 3 – 2010 EEOP GOALS

- Plan a Diversity and Disability Awareness Day function to celebrate diversity.
- Prepare for the upcoming SHPT that is due in 2010. Approximately, 1,000 employees are scheduled for training.
- Participate in an advisory capacity for the District DAC.
- Review and approve the Screening Criteria used in the district's hiring process.
- Work with the Safety Office to provide stress management and financial workshops for employees through our Employee Assistance Program (EAP) program.

DISTRICT 4 – 2009 EEOP ACCOMPLISHMENTS

Outreach

- Participated in the 2009 Garrett A. Morgan Symposium competition [Riverview Middle School]. The theme was, “*Sustainable Transportation for the 21st Century.*” The students presented their project entitled, “*Young, Gifted and Green,*” which focused on problems associated with urban sprawl and presented creative solutions to solve them.
- Conducted Summer Engineering Institute (SEI) at San Francisco State University (SFSU) - July 19-31, 2009.
- Partnered with Chinese and Asian Pacific American (CAPA) Education Fund and with Youth Uprising for placing students into summer internships.

Communication

- Updated district EEO Web site.
- Distributed a memo to all district Branch Chiefs regarding the implementation of the language service provider “*Language Line*” and Title VI Public Participation Data Collection Surveys.

Training

- Provided Title VI Training for District staff, and regularly scheduled classes were conducted during May 2009 when Headquarters implemented Online Training. Title VI Training is now provided to divisions by special request.
- Presented District 4 EEO Office Chief Title VI Training to Project Engineers (PE) at the PE Quarterly Meeting. The Title VI PowerPoint was placed on the PE Web site.
- Presented Title VI Overview at a District Branch Chief Meeting-June 4, 2009.
- Attended Intake Training, as well as Training for Trainers, and Diversity Awareness Training.
- Approximately 200 new employees received SHPT and Title VI Overview Training.

Training

Title	Requesting Organization	Participants
SHPT	Managers and Supervisors	185
	Rank and File Employees	537
	Construction Quarterly Meeting	114
New Employee Orientation (NEO) (2) – SHPT and Title VI Training	District 4 Employees	200
Title VI Training	PE Quarterly Meeting	200
	District 4 Employees	479
	Branch Chief Meeting	200
	Specialty Region Quarterly Safety Meeting	42
	San Francisco Oakland Bay Bridge Structural Steel Paint Region	83
Total		2,040

Discrimination Complaints

- Forwarded 13 formal complaints to Headquarters for review and investigation.
- Participated in resolving 24 Informal Complaints.

Recruitment

Recruitment Event	Location
City and County of San Francisco (SF) Department of Child Support Services Employment Fair	San Francisco Main Library, San Francisco, CA
Workforce Investment Board (WIB) Regional Career Fair	University of Phoenix, Fairfield, CA
Oakland Citywide Youth Jobs Initiative	Oakland Private Industry Council, Oakland, CA
Airmen and Family Readiness Center Job Fair	Travis Air Force Base, Fairfield, CA
UC Berkeley Public Utilities Career Fair	University of California Berkeley, Berkeley, CA
Life Academy High School Winter Internship Fair	Life Academy High School, Oakland, CA
Oakland Private Industry Council	Oakland Private Industry Council, Oakland, CA
Fremont High School	Fremont High School, Fremont, CA
Oakland High School	Oakland High School, Oakland, CA

Hiring Panels

- Participated on hiring panels for the positions of Maintenance Supervisor, Senior Transportation Engineer, Public Information Officer, and Associate Transportation Planner.

DISTRICT 4 – 2010 EEOP GOALS

- Develop a plan for a Disability and Diversity Awareness Celebration in October 2010.
- Review DAC policies and procedures, and provide district employees with guidance concerning ADA compliance issues.
- Continue to provide SHPT and DAT to District 4 staff.
- Continue to update the District EEO Intranet site.
- Continue to provide Title VI Training for employees without computer access and by special request.

DISTRICT 5 – 2009 EEOP ACCOMPLISHMENTS

ACCOMPLISHMENTS

- DAC has representatives from Maintenance, Design, Planning, Administration, Right of Way, Surveys, and Environmental. There was also participation in the 2009 Diversity and Disability Day Event. The event flyer was designed by an employee's sister who resides in Jordan. (Communication and edits made to the flyer were done via email).
 - **Attendees:** 200 people
 - **Event included:** Music, food and entertainment
- Participated in the American Cancer Society (ACS) Relay for Life 24-Hour Walkathon to honor and support Caltrans family members who have survived or currently deal with cancer issues; the team raised money to support ACS research programs.
- Caltrans employees and their families joined together to raise money and walk for the American Heart Association (AHA) Heart Walk; this was the fourth year that the District participated in the event.
- Met with the Caltrans Title VI Compliance Review and the ADA Compliance Review team to review current district practices.
- Added a Title VI on-line training link to the district Intranet site.

OUTREACH

- Environmental Interview Panel
- Small Business Outreach:
 - Pedro Nava, Small Business Fair, Santa Barbara
 - Santa Maria Business Exchange
 - Santa Barbara Disabled Veterans Outreach
 - Department of General Services Small Business Workshop

TRAINING

- Provided the following:
 - Standard First Aid
 - Conflict Resolution
 - Communication and Collaboration
 - Progressive Discipline Training
 - Workplace Violence Prevention Training (WVPT)
 - NEO
 - SHPT
 - EEO

DISTRICT 5 – 2010 EEOP GOALS

- Increase the number of employees completing the on-line Title VI training.
- Revamp the current DAC program by encouraging new staff to participate in the group.
- Continue Brown Bag sessions supporting DAC, Diversity Awareness and Healthy Living.
- Offer Stress Reduction and Healthy Living Training to staff.
- Continue to provide SHPT and DAT to District 5 staff.
- Provide additional DCIU sessions for Leadworkers, Managers, and Supervisors.
- Develop specific training for the Leadworker classification that assists in identifying, reporting and reducing potential EEO related issues.
- Plan for next year's Diversity and Disability Day Celebration.

DISTRICT 6 – 2009 EEOP ACCOMPLISHMENTS

Communications

- Provided EEO awareness training about EEO, Title VI and the ADA and updated the District Intranet Web site.
- Represented Caltrans at the City and County of Fresno ADA Council meetings.
- Attended Safety Awareness Week presentations and provided a quarterly EEO article for the District newsletter.
- Maintained and distributed LEP cards, along with a Volunteer Interpreter List.
- Provided assistance with the Employee Disability Survey for the District; to capture statistical information about persons with disabilities for the State Personnel Board (SPB).

Discrimination Complaints

- Worked with DCIU to facilitate completing the formal complaint process and scheduling interviews.

Hiring Panels

- Reviewed and approved interview questions.
- Provided training for hiring and promotional interview panel members about various classifications.

Outreach

- Coordinated and participated in the Diversity and Disability Awareness Day Event - October 2008.
- Participated in the Bring your Child to Work Day - June 2009.

Training

- Provided SHPT for all employees and attended DCIU training.
- Attended EEOC presentation - August 2009.
- Conducted NEO.
- Attended HQ Legal presentation - June 2009.

DISTRICT 6 – 2010 EEOP GOALS

- Provide leadership to the DAC Committee and prepare an ADA awareness presentation.
- Participate in Career Fairs and recruitment events.
- Continue to update the District Web page and provide quarterly EEO articles for the District newsletter.
- Plan for this year's Diversity and Disability Awareness Day Celebration - October, 2009.
- Assist in next year's Bring Your Child to Work Day event.

DISTRICT 7 – 2009 EEOP ACCOMPLISHMENTS

Communications

- Welcomed the new EEO Manager Gwiin Correa. An Open House was held for all staff to introduce the new manager.
- Attended monthly Executive Staff meetings to advise on EEO updates.
- Attended weekly meetings with District Director, Doug Failing and Deputy District Director, Deborah Robertson to advise on EEO updates.
- Continued to keep DAC active through increased membership drives and participation.
 - Sylvia Delgado (District's Disability Awareness Committee's Advisor) actively participates in all meetings.
- Provided the local community and schools with information regarding employment opportunities through Adopt-A-School and Career Fairs.
- Established/updated the Intranet Web site to make information and forms available. This includes the following:
 - Title VI and Title VII
 - Adopt-A-School
 - Frequently Asked Questions (FAQ) and For Your Information (FYI)
 - Newsletters
 - Handouts
 - Forms
 - Yearly Training Dates
 - Contact Information
 - Link Resources
- Updated the LEP Volunteer Interpreter List.

Disability Advisory Committee

- Continued to actively participate in all DAC meetings held every 1st Tuesday of the month.
- Elected a Chair, Vice Chair, Secretary and Treasurer.
- Increased DAC membership over the year. Recruitment is one of many goals for DAC. Chair John Dinsmore, Vice Chair Francisco Parras Jr. and EEO made two presentations to Executive/District Staff in an effort to recruit more members and gain support.
- DAC participated in the Diversity/Disability Awareness Day in October, 2008. They had a group called the "ARC Bell Choir" perform and also had an informational booth.

Note: Fundraisers were held to assist with funding Diversity/Disability Awareness Day.
- Coordinated with the Braille Institute to have an Art Exhibit in the District Museum. Artwork was done by the Braille Institute students and was on display for Disability Awareness Month - October 2008.

Discrimination Complaints

- DCIU received 36 formal and 4 informal cases for investigation.
- Provided consultation to supervisors and rank and file staff, resolving numerous EEO informal complaints.
- Assisted DCIU in obtaining information for investigation of formal complaints, including scheduling interviews and distributing letters.

Hiring Panels

- Participated in approximately 50 hiring panels and advised the hiring panels' members about the interview process and EEO guidelines.
- Reviewed interview questions and made recommendations.

Outreach

- Sponsored an Open House for District staff.
- Hosted a Silent Auction in August 2009 for the Diversity/Disability Awareness Day event.
- Participated in the following events:
 - 1st Annual Construction Career Awareness Day on May 2009
 - Adopt-A-School Program. The District sponsored two high schools: Wilson and Franklin High School. A "Job Shadow Day" is sponsored by EEO and Mentors for all the students
 - Three Career Fairs
 - Women's Health Fair
- Awarded a \$500 Scholarship to one student from the Adopt-A-School Program.
- Coordinated "Bring Your Child To Work Day" on April 29, 2009. 300 children participated in the many activities and presentations given by the different divisions.
- Sylvia Delgado (ADA Liaison) coordinated with the Braille Institute to have an Art Exhibit in the District 7 Museum. Artwork was done by the Braille Institute students and was on display during Disability Awareness Month – October 2008.
- Attended the quarterly Southern California EEO meetings and approximately 25-30 Pre-Construction Meetings to provide Title VI information to contractors.

Recruitment

- Solicited middle schools to participate in the Garrett Morgan Symposium Transportation Project.
- Participated in the Disability Job Fair and the City of Los Angeles Job Fair.
- EEO actively working with DAC to recruit more members.

Events

- Staff sponsored and participated in the following special events:
 - Caltrans Worker's Memorial
 - Construction Career Awareness Day
 - Disability Job Fairs
 - Mentor Match-up
 - Job Shadow Day
 - Book Fairs
 - Bring Your Child to Work Day
 - Adopt-A-School Scholarship Award Ceremony
 - Diversity/Disability Awareness Day
 - Disability Awareness Month
- EEO staff made an effort to participate in the following cultural and religious events such as:
 - Eid ul-Fitr Celebration, marking the end of Ramadan
 - Chinese New Year Luncheon
 - Norooz Luncheon, the New Year of the Iranian People
 - Cinco De Mayo

Training

Attended:
<ul style="list-style-type: none">• DCIU training (processing formal/informal complaints, documentation and resolution)
Conducted training:
<ul style="list-style-type: none">• EEO overview training• ADA Training for RE - Division of Construction
Completed training:
<ul style="list-style-type: none">• Effective Training Techniques and Writing Effective Emails• Sexual Harassment Prevention Training for managers/supervisors and rank and file
Available:
<ul style="list-style-type: none">• Title VI online training is made available for all District staff• Title VI classroom training is available upon request

DISTRICT 7 – 2010 EEO GOALS

- Continue to attend Pre-Construction Meetings to monitor compliance with Title VI guidelines.
- Continue to participate on interview panels, review interview questions and make recommendations upon request.
- Work on increasing awareness of the availability of Religious Accommodations to our employees.
- Continue to provide leadership to the DAC Committee.
- Continue to provide our local community and schools with information about Caltrans and/or the State of California and its employment opportunities through Adopt-A-School, Career Fairs, and other promotional venues.
- Continue to increase recruitment efforts for the Garrett Morgan Symposium.
- Continue to actively work closely with the HQ Title VI Coordinator to provide leadership to the District Title VI Team.
- Continue to actively work with the HQ ADA Coordinator to provide leadership to the District ADA Team.
- Continue to expand the Mentor Program and increase employee participation.
- Continue to coordinate Diversity and Disability Awareness Day and Bring Your Child To Work Day (BYCWD).

DISTRICT 8 – 2009 EEOP ACCOMPLISHMENTS

Outreach

Coordinated 2008 October Diversity and Disability Awareness Month activities:

- EEO and DAC jointly, scheduled various disability awareness lunch video presentations throughout the month of October.

Date	Event
October 2008	An Art Show was presented in the district lobby, featuring artwork by developmentally disabled adult artists from Gallery 7-9-6 of San Bernardino.
October 2008	Diversity/Disability Awareness Day, entitled: “ <i>District 8, Your Passport to the World</i> ” (12 Cultural Groups participated)
December 2008 District 8	Attended quarterly Southern California EEO meetings
March 2009 District 11	
June 2009 District 7	
September 2009 District 8	

- Updated the SHPT module to include a new California protected basis (as mandated by new DFEH regulations/laws).
- Coordinated the District’s Title VI Annual Desk Audit; completed and submitted to Headquarters - June 2009.
- Attended 23 preconstruction meetings during the reporting period to provide guidance to contractors regarding Title VI compliance.

Communication

- Updated the Intranet Web page (September 2009 – completed) and EEO Tri-fold (May 2009).
- Provided Title VI brochures to Public Affairs.

Title	Requesting Organization	Attendees	# of Participants
SHPT – Rank and File January 13, 28; July 21, 23; August 27, 2009 (District 8 Office) February 3, 4, 11, 18, 25, 2009; Maintenance. April 14, 15 2009 (2) Banning Maintenance May 6, 2009 (1) Corona Maintenance May 21, 2009 (1) Cajon Maintenance May 27, 2009 (1) Riverside Maintenance May 28, 2009 (1) Indio Maintenance July 21, 23 August 27, 2009 (4) District 8 Office	District 8 staff and Maintenance Division	Rank and File Staff	513
SHPT - Sups /Mgrs February 25, 2009 (1) Maintenance May 11, 2009 (1) Cajon Maintenance July 21, 23, 2009 (2) District 8 Office	District staff and Maintenance Division	Supervisors and Managers	64
TITLE VI Overview February 4, 11, 18, 25, 2009 (4) Maintenance TITLE VI Online Training April 14,15, 2009 (2) Banning Maintenance May 6, 2009 (1) Corona Maintenance May 11, 21, 2009 (2) Cajon Maintenance May 27, 2009 (1) Riverside Maintenance	District staff and Maintenance Division	Classroom and Online	397
New EEO Officer Training March 9,10, 2009	District staff and Maintenance	EEO Officer	1
EEOC Law / Practices Seminar September 10, 2009 (Pasadena)	EEOC Training Institute	Darlene Lott and Michelle Profant	2
Total			977

Training

Informal Discrimination Complaints

District 8 received two informal discrimination complaints during FFY 2009.

Formal Discrimination Complaints

District 8 received a total of 21 formal discrimination complaints in FFY 2009, which were sent to HQ's DCIU for formal investigation.

Recruitment

Participated in the following recruitment events:

- Five College Career Fairs and Small Business Outreach events.
- District's Construction Quarterly Industry Outreach – focusing on interaction with the business community about transportation issues.
- Procurement Fair for Small Business and Disabled Veterans Business Enterprise (DVBE) – October 2009.
- Member of Cal Poly Pomona Maximizing Engineer's Potential (MEP) program.
- Member of the Alliance for Education with San Bernardino County School District.

Hiring Panels

- District reviewed interview questions for all District interviews regarding potential EEO issues and, if found, EEO made recommendations to hiring supervisors.
- Met with hiring panels for mandatory EEO pre-interview briefing. All supervisors/managers are required to attend a mini training session (once) on EEO issues that impact hiring panels.

Scholarship

- Awarded a \$600 Cowgill Scholarship.

Marketing

- An information booth was provided at two Non-Profit Career Fairs, and five College Career Fairs.
- Provided an informational booth at two Small Business and DVBE Conferences.
- Classroom presentation on Caltrans and Engineers given to two high schools.

Mentoring Programs

2009 BYCWD event:

- **Date/time:** Thursday, April 30, 2009; 7:00am – 12:30pm
- **Number of children in attendance:** 253 (ages 5-16)
- **Number of volunteers:** 64
- **Number of activities:** 15 (5 per age groups: 5-7, 8-11, and 12-16)

Topic		Age
ADMIN/Safety	Slow for the Cone Zone	5-7 year olds
DESIGN	Storm Water	
ENVIRONMENTAL PLANNING	Noise Meter	
ADMIN/Map Files	What is Map Files?	8-11 year olds
ENVIRONMENTAL PLANNING	Tortoises	
ENVIRONMENTAL/Archeology	What do Archeologists Do at CT?	
MAINTENANCE	Hazmat Presentation	
RIGHT OF WAY	What is Right of Way??	
CONSTRUCTION/Lab	Sieve Analysis of Aggregates and H	12-16 year olds
ADMIN/Public Affairs	Public Service Announcements	
OPERATIONS	Building a Bridge	
PLANNING/LOCAL ASSISTANCE	Safe Routes	
PPM	Project Manager's Puzzle	
2009 BYCWD Committee held six bake sales and sold t-shirts and backpacks (designed by committee and Mario Maala of PA).		
Children were given morning and mid-day snacks, keepsake photos with photo book, goodie bags, prizes, participation certificates and free pizza lunch.		

- Participated in the 2008 Inland Empire Heart Walk at Cal Baptist University in Riverside, CA.
- Heart Walk Statistics:
 - 10 Teams
 - 87 Walkers
 - \$10,546.17 raised
- Awarded 5th Place, Top Company Team for 2008, Inland Empire Heart Walk by Inland Empire American Heart Association at Heart Awards Dinner - November 5, 2008.
- Awarded District's "Red Heart Awards" to the top three Fundraising Teams and the Top 10 Fundraising Walkers at the Executive Staff Meeting - November 24, 2008.
- Coordinated the District's "START, Go Red for Women Day Campaign: February 26, 2009.
 - 63 Participants
 - District 8 raised \$145 for the Inland Empire American Heart Association.

DISTRICT 8 – 2010 EEOP GOALS

- Schedule a minimum of four classes each quarter for both Supervisors and Managers and Rank and File staff.
- Coordinate with District 8 DAC to provide October 2009 Diversity / Disability Awareness Day and Disability Awareness month activities. Month long activities will be used as a tool to educate and to increase awareness of District 8 staff about the issues faced by people with disabilities.
- Continue to increase the DAC membership through membership drives.
- Coordinate District 2009 Inland Empire Heart Walk, met with the American Heart Association Heart Walk coordinator and District Executive staff. Goals for District 2009 Inland Empire American Heart Walk:
 - 130 Total Walkers
 - Fundraising goal per walker of \$100
 - District fundraising goal - \$13,000
- Update District 8 EEO informational handouts as needed.
- Develop/update Title VI vs. Title VII fact sheet.
- Develop/update Limited English Proficiency FAQ sheet.
- The District Recruitment and Small Business Office will continue to service our local community and schools to provide information about Caltrans and its employment and small business opportunities, while continuing to focus on Title VI criteria.

DISTRICT 9 – 2009 EEOP ACCOMPLISHMENTS

Disability

Projects initiated or completed during October 2008 through September 2009 that increased or maintained accessibility for persons with disabilities.

Number of ADA projects within the transition plan: Two

- Project 1: Traffic worked with District 6 Design to upgrade curb ramps in Ridgecrest at Ward Avenue. The design is complete but not yet built. This was not on the ADA Transition plan. It came up as a result of an investigation.
- Project 2: Building Maintenance installed electric door openers on the front district office men's and women's restrooms. Completed June 2008.

A brief summary of projects that were added to the transition plan from October 1, 2008 through September 30, 2009:

- Project 1: Filled in "Curb Gaps" within the District Office Compound Area at wheelchair ramps – July 2009.

There were no ADA complaints, inquiries or notices received from October 1, 2008 through September 30, 2009.

Program personnel did not provide ADA training from October 1, 2008 through September 30, 2009.

No program personnel attended ADA training.

Recommendations: Update the ADA transition plan.

Action Items and Status: The ADA Liaison will coordinate the process of enlisting various units to review the plan. Once it is determined which items on the list have been completed and which should be added, the Liaison will update the plan to create a working copy for use by the HQ transition plan coordinator.

- Traffic conducts ongoing reviews of existing highway facilities for ADA compliance.
- Traffic is involved in construction of ADA sidewalks.

It was determined that several different versions of the transition plan were circulating. These were compared and all information was compiled on one working list.

Two representatives from the Division of Traffic are regularly attending the monthly ADA meetings, as well as the ADA Liaison and asking questions to get more familiar with the transition plan process.

DISTRICT 9 – 2010 EEOP GOALS

- Continue to provide SHPT and DAT to District 9 employees.
- Divisions of Traffic, Maintenance Engineering, and Building Maintenance are going to support the District transition plan effort by reviewing the plan and suggesting projects that are completed.
- Six staff members volunteered to join the DAC committee.
- Resumed quarterly meetings to discuss how Disability Awareness can be presented at the October Diversity and Disability Day event.

DISTRICT 10 – 2009 EEOP ACCOMPLISHMENTS

Advertisement

- Radio, newspapers and web-sites were used to inform the public about transportation projects.
- Advertisements were placed in “newspapers of record” that subsequently provided the opportunity for public review and comment regarding specific construction projects.

Outreach

- The EEO Officer participated in the following cultural events to expand cultural awareness. Events held were Diversity and Disability Awareness Day, International Breakfast, Native American Indian Heritage, Chinese New Year, Black History Month, International Women’s Day, and Disability Awareness Luncheons.

Communication

- Updated the Language Assistance Resource list for District 10 language interpreters, either certified or volunteer, and incorporated the new Language Line Interpreter Services that are now available.

Training

• Conducted SHPT for 300 rank and file and 100 supervisors and managers.
• Title VI was covered during SHPT/ EEO Overview Training and the EEO Office trained approximately 300 rank and file employees.
• Title VI On-Line Training through the Intranet, trained over 350 employees.
Ongoing training for Rank and File; and Managers and Supervisors: <ul style="list-style-type: none">• Diversity Awareness Training• Workplace Violence Prevention Training
Scheduled: <ul style="list-style-type: none">• Mandatory DCIU training, entitled “Cover Your Assets” for managers, supervisors, and lead workers.

Recruitment

- Participated in two job fairs and eight career days during FFY 2009.
- Middle school and high school students learned about transportation careers and professional development in Caltrans.

Marketing

- Procurement Fair was held on November 19, 2008; and there were 43 vendors. Twelve vendors received on-the-spot purchasing totaling \$74,457 from both certified small business and disabled veteran business enterprises.
- Small Business Liaison is an active member of the San Joaquin Valley Chamber of Commerce Procurement Committee. This committee was established for the Hispanic Chamber of Commerce. The liaison shares knowledge and information with the committee pertaining to the procurement of state contracts and goods with the goal of increasing small and DVBE involvement in the state's procurement process.
- Participated in the "Day of the Farm Worker" on August 23, 2009. This public event expects 2,000 attendees. Participation in this event is a step towards our goal of engaging under-represented groups, including farm workers, in transportation planning activities.

Mentoring Programs

- A Mentor-Protégé Program for Construction is being established and the development process for the District Program has begun. Two mentors have been identified for the program, a Steering Committee has been established, and the Memorandum of Understanding has been signed by the District Director and the Association of General Contractors Representatives.

Limited English Proficiency

- The following spreadsheet is updated by the EEO Officer annually; the Language Line Interpreter Services are also being used by the District:

2009 DISTRICT 10 VOLUNTEER TRANSLATOR/INTERPRETER LIST

Language	Last Name	First Name	Division/Office	Phone Number	Skill Level
Assyrian	Borashan	Kurosh	Construction	209-599-8658 209-601-1652 Cell	Semi-Fluent; Speak and Read
Cambodian	Pheng	Sinaren	Design	209-942-6173	Fluent; Speak, Read and Write
Cantonese	Tong	Duper	Traffic Safety	209-948-7859	
Farsi (aka Darsi/Persian)	Borashan	Kurosh	Construction	209-599-8658 209-601-1652 Cell	Fluent; Speak, Read and Write
	Entezar	Soraya	Traffic Electrical Design	209-948-3869	
	Mohammadi	Noor	Turlock Construction	209-667-1147 209-639-2147 Cell	
	Assadipour	Bidjan	TE / Construction	209- 610-0807	
German	Dayak	Silvia	PPM	209-942-1963	
Greek	Maragos	Percy	Project Development - Branch L	209-948-3803	Fluent; Speak
Hindi	Hundal	Kuldip	Field Survey	209-948-7316	Fluent; Speak, Read and Write
	Mishra	Rajiv	Environmental	209-932-2371	
	Singh	Tony	PPM	209-948-7058	
Korean	Kim	Sangjun	Design Branch L	209-948-7905	
Lao	Luangrath	Kam	Design	209-948-3803	

Language	Last Name	First Name	Division/Office	Phone Number	Skill Level
Mandarin	Chen	George	Permits	209-941-1914	Fluent; Speak, Read and Write
	Tong	Duper	Traffic Safety	209-948-7859	
Punjabi	Huldal	Kuldip	Field Survey	209-948-7316	
	Singh	Tony	PPM	209-948-7058	
Spanish	Ambriz	Rachel	Administration	209-948-7924	Fluent; Speak, Read and Write
	Flores	Jimmy	Landscape	209-948-7109	
	Fuentes	Eduardo	Transportation Planning	209-948-7783	
	Jacobs	Maryann	Right of Way	209-948-7860	
	Lujan	Blanca	Right of Way	209-941-6568	
	Mendez	Joseph	Division of Construction	209-942-6011 209-639-4473 Cell	
	Rodriguez	Maria	Planning	209-948-7475	
Tagalog	DeClaro	Rhodel	Traffic Management	209-942-6048	Fluent; Speak Semi-Fluent; Read and Write
Taiwanese	Chen	George	Permits	209-941-1914	Fluent; Speak, Read and Write
Thai	Luangrath	Kam	Design	209-948-3803	

DISTRICT 10 – 2010 EEOP GOALS

- Assemble the Diversity and Disability Awareness Day Planning Committee to begin planning Diversity Day being held on Oct 1, 2009.
- Disability Awareness activities will be held during October 2009, with two guest speakers scheduled to make presentations during lunch time seminars.
- Conduct on-going Title VI and related statutes training to promote awareness of Title VI requirements, policies, and procedures.
- Increase our presence at job fairs and career days in Stockton and other locations within the District's boundaries.
- Continue providing tools and resources to high schools and middle schools during their career exploration days.
- Continue providing staff to participate in MOCK fairs to prepare students for the job market.
- Continue providing updates regarding progress in recruitment activities, problems encountered, and corrective actions proposed.
- Increase awareness and understanding of careers to both middle and high school students in Math and Science and the required college preparation.
- Hold the 2009 Procurement Fair during the month of February or March 2010. The goal for the next Procurement Fair is to include more outside and local agency purchasing officials to provide new business opportunities and establish repeat customers for small, disadvantaged and DVBE participating in the Procurement Fair.
- Continue developing Mentor-Protégé for Construction Program by pairing the mentors and protégés and refining the program to meet the needs of the District and assisting in the development of the participating small businesses.
- Begin holding Mandatory Pre-Bid events for three district projects, which will provide networking opportunities for prime contractors and small and disadvantaged small businesses (sub-contractors).
- Engage under-represented communities early and throughout the transportation planning process.
- Identify and engage more Tribal Governments about transportation projects.
- Continue Title VI and Environmental Justice training, as needed, within the Planning Division.
- Develop a Public Engagement Plan (PEP) for the State Route (SR)-49 Transportation Concept Report. We have contracted with the consultant, MIG, and our goal is to implement the PEP if we receive funding to move forward.
- We are contracted with MIG to also develop PEP for the SR-12 Major Investment Study that is being developed by Districts 3, 4 and 10.
- Continue efforts on our Title VI Work Plan, based on the recommendations of the Title VI audit.
- Engage youth in our planning process and programs, such as Caltrans Transportation Program 2035, Corridor System Management Plan development, blueprint planning, etc.

DISTRICT 11 – 2009 EEOP ACCOMPLISHMENTS

Communication

- Continued to communicate, educate, train, and promote the principles, departmental policies and deputy directives relating to equal opportunity in all aspects of employment, programs and activities within the District through a number of activities including, but not limited to: training and education; posting of mandated materials; one-on-one consultations; mediation/conflict resolution; conducting events such as Diversity Awareness, BYCWD; presentations; assisting with the informal/formal complaint process; providing guidance and direction to the DAC; conducting internal and external outreach and various meetings/conferences.

Toward that end, the Office of Equal Opportunity (OEO) has developed and/or made available a number of resources to assist with communication and training efforts, which include:

1. Reference guides such as:
 - A Supervisor's Overview of Equal Employment
 - D-11 Equal Opportunity Reference Guide for Employees
 - Reasonable Accommodation Guide
 - Religious Accommodation Guide
 - Disability Advisory Committee Brochure
 2. Fair Employment and Housing Act (FEHA) mandated postings and informational brochures, etc.
 3. Equal Employment Opportunity Commission (EEOC) mandated postings and informational bulletins
 4. The Headquarters and District Equal Employment Opportunity Web sites
- OEO staff's responsibility for the Title VI Compliance Review including:
 - Coordinating the response to the Title VI Audit Pre-Questionnaire
 - Securing rooms to conduct interviews
 - Coordinating the interviews and responding to the Title VI Survey Questionnaire
 - Maintained communications with the Caltrans ADA Coordinator and the District ADA Functional Team through periodic meetings, to assure that the District stays current on all ADA issues statewide, to update and maintain the district's information for the 2009 Comprehensive Transition Plan and to provide that information to the consultant responsible for the Statewide 2009 Comprehensive Transition plan.

- Assisted with ensuring that any complaints are handled and processed effectively and timely. A database has been established to capture and monitor District ADA complaints.
- Continued to participate in the Southern Regional Districts Equal Opportunity Quarterly Meetings. The participating Districts include:
 - District 7 Los Angeles
 - District 8 San Bernardino
 - District 11 San Diego
 - District 12 Irvine

The meetings have enhanced communications by providing a venue for sharing knowledge and expertise, exchanging ideas and information such as the planned activities for Diversity and Disability Awareness Day and BYCWD, and discussing various issues and concerns of the Districts.

Training

Subjects	Number trained
SHPT	Approximately 39%-managers/supervisors Approximately 52%-rank and file
Disability Awareness Training	Approximately 91%-district staff
Diversity Training	Approximately 509-district staff
<ul style="list-style-type: none"> • Coping with the Stress of Economic Uncertainty – Assisted with the coordination of this workshop, sponsored by the Employee Assistance Program. The workshop covered stress, resilience, and finance and will be offered again during the next reporting period. 	
<ul style="list-style-type: none"> • Ethics Training – Encouraged managers and supervisors and those in designated positions to use the on-line course offered by the State Attorney General’s Office to meet this requirement. Note: Scheduled dates and rooms are coordinated for those who prefer a class session using a video, approved by the State Attorney General’s Office. The OEO Office is responsible for tracking this training – approximately 117 employees have taken the on-line course during this reporting period. 	
• New Employee Orientation – EEO Component	Four employee training sessions were provided.
• Supervisor’s Workshop – EEO Component	Two sessions were provided.
<ul style="list-style-type: none"> • Title VI Training – Provided to the functional area representatives and deputies in preparation for the Title VI Review. Areas included: Construction, Design, Environmental, Maintenance, Planning, Program Project Management and Right of Way. • Marketed the new Title VI on-line training module via video conference, meetings and e-mails. 	

Disability

- Continued to provide guidance and direction to the DAC. The DAC members actively participate in activities and events such as: serving as the facilitators for the Disability Awareness Training, coordinating activities for Disability Awareness Month; coordinating speakers for brown bag luncheons; fundraising activities for scholarship programs, and assisting with the coordination of the Diversity Day Celebration.

Discrimination Complaints

- The OEO Office assisted with the following formal complaints:
 1. Five formal complaints filed with the DCIU
 2. Nine OEO Management Inquiries
 3. Three formal complaints filed with EEOC
 4. Four formal complaints filed with DFEH
 5. Six formal complaints filed with the employee's union
 6. Twelve informal complaints and a number of non-EEO referrals.

Prepared and presented a statistical presentation of discrimination complaints over the last five-year period. The report reflected a steady increase during that time frame and changes in types of complaints and filing patterns. As a result of the findings in the report, OEO staff emphasized the importance of ensuring managers and supervisors participation at EEO related training, holding staff accountable for inappropriate behavior early on and offering stress management and EAP Workshops to address the current climate and furlough situation. Additionally, OEO responded to ADA complaints and elevated them.

Recruitment

- The District Recruitment Office reported that it participated in seven events this reporting period as follows:
 1. San Diego State University-Career Fair – October 2, 2008
 2. University California San Diego-Career Fair – October 22, 2008
 3. San Diego State University-Engineering Fair – October 30, 2008
 4. Shadow Day at Caltrans – November 20, 2008
 5. San Diego State University – Spring Fair- February 19, 2009
 6. Southwestern Community College – Science/Math Fair - March 24, 2009
 7. San Diego State University – Career Fair - April 30, 2009

Events

- **Youth Oriented Events**
 - “Bring Your Child to Work Day”
 - **Date:** April 24, 2009
 - **Theme:** “Building Partnerships to Educate and Empower.”
 - **Number of children:** 80 children [ages 6-13]
 - **Volunteers:** 23

- **Activities:**

- Coast Guard Auxiliary Remote Control Boat, a City of San Diego Water Conservation Demo
- SMARTDRIVE SYSTEMS – interactive safety video
- Computer Simulations using Google Earth/Ocean
- Recon Environmental Activity, etc.

Lunch was provided by the District's Professional Engineers in California Government's Union.

Adopt – a- School Program

- The district sponsors three high schools and one Middle School: University High School; Clairemont High School; High Tech High School and Marston Middle School.
- Participated on a panel for Senior Presentations at Clairemont High School, at various book fairs at Marston Middle School Library; and at University City High School's "The Trig Star Program Contest," which is an annual high school mathematics competition sponsored by the National Society of Professional Surveyors based on the practical application of Trigonometry. The program recognizes the best students from high schools throughout the nation. Caltrans annually sponsors support of the program administration in Sacramento and of the 12 San Diego District communities.

- **Internal/External Events**

2nd Diversity and Disability Awareness Day

- **Date:** October 30, 2008
- **Attendance:** 800
- **Cultures represented:** 15 - featuring educational booths and exhibits, song and dance entertainment and food sampling.

Small Business Annual Procurement Fair

- **Location:** Balboa Park Club in San Diego.
- **Purchased goods:** \$259,205 (day of fair) and final purchases totaled \$1,136,297.61.
- **Participation:** 17 local agencies and 400 vendors. This event was the most successful yet.

Hiring Panels

- Participated on 12 hiring panels; and recruited and trained ten new EO Representatives. There were approximately 40 interviews this year.
Note: Training is provided for the representatives.

Outreach

- **Student Assistant/Volunteer Program**
 - The Resource Planning Branch is responsible for managing the Student Assistant Program. This year the program reported that two students (*paid by the San Diego Association of Governments*) and 16 volunteers participated in the program.
 - The volunteers included five junior and senior high school students from High Tech High School. The volunteers were placed in the Divisions of Administration, Construction, Design, Environmental, Planning, Program Project Management (PPM), PPM/Advanced Planning, Right of Way and Structures Construction.
- **Supervisors Forum**

Participated as a panel member in the Supervisors Forum, to discuss the services provided by the OEO Office.

DISTRICT 11 – 2010 EEOP GOALS

- Continue to provide SHPT and DAT to employees.
- Promote and market the Title VI on-line training module developed by the Headquarters Title VI Program staff.
- Enhance efforts in the ADA Program area, specifically with regard to providing input for processing ADA discrimination complaints, disseminating relevant information such as current issues, concerns, and monitoring the district's compliance with ADA directives and laws.
- Enhance efforts to market, promote and increase membership in the DAC, in addition to assisting the committee with its efforts to increase disability awareness and sensitivity to the disabled community.

DISTRICT 12 – 2009 EEOP ACCOMPLISHMENTS

Hiring Panels

- Participated on three hiring panels.

Marketing

- Publicized EEO activities and events in the e-Newsletter and the DAC post meeting minutes on the District's shared computer drive and intranet.

Sponsored designated events throughout the year:

- Diversity Day - October 8, 2008
- Halloween Costume Competition - October 31, 2008
- Craft Fair and Bake Sale - December 3, 2008
- BYCWD - April 23, 2009

Mentoring Program

- Active in the Adopt-A-School Program. The adopted schools are Anaheim High School, which has developed a Transportation Academy (ATA), and Macarthur Fundamental Middle School in Santa Ana.
- Coordinated and participated in Mentor Match-ups and attended meetings that actively involved EEO and District staff.
- Recruited mentors throughout the year and during these meetings we asked staff to assist in our recruitment efforts by volunteering to be mentors and/or guest speakers. At least 12 staff members have been guest speakers over the last two years, at the Anaheim Transportation Academy.
- Coordinated a field trip for students at our Traffic Management Center.
- Visited the ATA classes and Laguna Hills High School to encourage students to participate in the TrigStar Competition, an event sponsored by the Surveys Office in partnership with Rancho Santiago Community College. This activity encouraged students to explore careers in Land Surveying and Engineering.
- Participated in the ATA's Annual Trash Pickup Day. Students were encouraged to be positive role models by keeping their community clean. Students spend a day picking up trash within the school's boundary. Caltrans assisted by providing trash bags, gloves and t-shirts for the students.
- Encouraged students to apply for student assistant positions (or volunteer work if they hadn't graduated from high school). We have had at least one student per year.

Scholarship

- Awarded \$750 to Amir Mohtashami (son of a Caltrans employee), who plans to pursue a major in Engineering at Irvine Valley College and the University of California, Irvine, starting in the Fall of 2009.

- Coordinated fundraisers, with matching contributions from the California Transportation Fund.

Recruitment

- District 12 EEO staff attended the following events:

October 10, 2008	Fall Job Fair, Orange Education Center
October 22, 2008	Orange County Transportation Authority / United States Marine Core Careers in Transportation
November 6, 2008	Laguna Hills High School, Surveying and Mapping
November 7, 2008	Pacific Drive Elementary School Career Day
April 7, 2009	University of California Irvine Planning Career Job Fair
April 29, 2009	Fullerton College Job Fair
May 7, 2009	Arbor Career Fair, Santa Ana
May 27, 2009	World of Work Job Fair
June 3, 2009	Hill Classical Middle School, Long Beach

Outreach

- District 12 EEO staff conducted and/or attended the following outreach events:

October 3, 2008	MacArthur Fundamental School Coastal Clean-up Day
	Observed Maintenance Superintendent Interview Panel for two openings
October 8, 2008	Held Diversity and Disability Awareness Day event
October 15, 2008	Submitted MacArthur Intermediate school entry into Garrett Morgan Symposium
October 23, 2008	Interview Panel for Office Technician Interview
October 30, 2008	Attended monthly ATA meeting
	Attended Garrett Morgan teleconference
October 31, 2008	Halloween Costume Competition for D-12
November 1, 2008	Anaheim Transportation Academy community clean up day
November 20, 2008	2008 Employee Survey Teleconference
December 3, 2008	Held Craft Fair and Bake Sale
January 29, 2009	Attended monthly Anaheim Transportation Academy meeting
March 9 – 10, 2009	Attended EEO Technical Assistance Training Seminar in San Diego
March 11, 2009	Attended Title VI Conference Call
March 12, 2009	Attended ADA Conference Call
March 25, 2009	Attended Southern Region EEO Conference, San Diego
	MacArthur Fundamental School Career Day, Santa Ana
April 16, 2009	Attended Garrett Morgan statewide teleconference
April 23, 2009	BYCWD
June 4, 2009	Southern Region EEO Conference, Los Angeles
June 30, 2008	Awarded CA Transportation Foundation Scholarship
June 29 - 30, 2009	Attended EEOC Training Conference in Oakland
July 22, 2009	Diversity Day Planning Committee Kick off meeting

August 4, 2009	Initiated American Cultural Diversity Group
August 6, 2009	Attended ADA Teleconference
August 17, 2009	Attended Garrett Morgan Project conference call
September 3, 2009	Attended ADA teleconference
September 15, 2009	Ice Cream Social Diversity Group fundraiser
September 16, 2009	Southern Region EEO Conference, D-8

DISTRICT 12 – 2010 EEOP GOALS

- Plan, coordinate, and execute the Statewide Technical Assistance Workshop for all EEO Managers, Officers, and designated Equal Employment Opportunity staff.
- Develop and provide EEO Awareness training to all staff in the District.
- Increase DAC membership through membership drives.
- Expand Adopt-A-School program to include a middle school, which could support and implement a Transportation Academy.
- Expand Mentor Program and increase employee participation.
- Plan, coordinate, and execute Diversity and Disability Awareness, and BYCWD.
- Provide quarterly “brown bag” lunchtime educational video programs to all staff on Title VI, Title VII, LEP and Environmental Justice.

DIVISION OF ENGINEERING SERVICES – 2009 EEOP ACCOMPLISHMENTS

Discrimination Complaints

- Processed six discrimination complaints (currently five are still pending investigation).
- Developed a tracking/filing system to monitor and maintain EEO complaints.

Recruitment

- Recruited and hired a new Division of Engineering Services (DES) EEO Officer, who reported on May 4, 2009.

Training

- Requested and received on-site SHPT and Diversity Awareness Training.
- Coordinated with the District EEO staff to ensure DES staff was aware of the EEO training opportunities.

DIVISION OF ENGINEERING SERVICES – 2010 EEOP GOAL

- Continue to provide SHPT and DAT to managers and supervisors, as well as rank and file employees.

APPENDIX A

FULL TIME EMPLOYEES

(Temporary employees not included)

			Males					Females				
Job Categories	Annual Salaries, in Thousands	Totals	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.
Official/Admin. (1)	0.1 - 15.9											
Official/Admin. (2)	16.0 - 19.9											
Official/Admin. (3)	20.0 - 24.9											
Official/Admin. (4)	25.0 - 32.9											
Official/Admin. (5)	33.0 - 42.9											
Official/Admin. (6)	43.0 - 54.9											
Official/Admin. (7)	55.0 - 69.9											
Official/Admin. (8)	70.0 Plus	97	52	3	3	8	1	19	1	6	4	

Professionals (9)	0.1 - 15.9											
Professionals (10)	16.0 - 19.9											
Professionals (11)	20.0 - 24.9											
Professionals (12)	25.0 - 32.9											
Professionals (13)	33.0 - 42.9	72	8	2	3	11		22	4	9	13	
Professionals (14)	43.0 - 54.9	1080	159	42	54	71	1	314	120	171	142	6
Professionals (15)	55.0 - 69.9	2249	548	89	143	249	4	610	135	207	257	7
Professionals (16)	70.0 Plus	8748	3149	320	798	2726	22	802	108	227	591	5

FULL TIME EMPLOYEES*(Temporary employees not included)*

			Males					Females				
Job Categories	Annual Salaries, in Thousands	Totals	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.
Technicians (17)	0.1 - 15.9											
Technicians (18)	16.0 - 19.9											
Technicians (19)	20.0 - 24.9											
Technicians (20)	25.0 - 32.9	4		1				1	1		1	
Technicians (21)	33.0 - 42.9	91	16	4	2	15	2	23	8	8	12	1
Technicians (22)	43.0 - 54.9	282	73	9	35	37	3	57	15	19	32	2
Technicians (23)	55.0 - 69.9	861	312	31	118	162	2	119	22	32	61	2
Technicians (24)	70.0 Plus	34	25	1	3	2					3	

Protective Svcs (25)	0.1 - 15.9											
Protective Svcs (26)	16.0 - 19.9											
Protective Svcs (27)	20.0 - 24.9											
Protective Svcs (28)	25.0 - 32.9											
Protective Svcs (29)	33.0 - 42.9											
Protective Svcs (30)	43.0 - 54.9											
Protective Svcs (31)	55.0 - 69.9											
Protective Svcs (32)	70.0 Plus	86	71		6	4		5				

FULL TIME EMPLOYEES

(Temporary employees not included)

Job Categories	Annual Salaries, in Thousands	Totals	Males					Females				
			White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.
Para-Prof. (33)	0.1 - 15.9											
Para-Prof. (34)	16.0 - 19.9											
Para-Prof. (35)	20.0 - 24.9											
Para-Prof. (36)	25.0 - 32.9											
Para-Prof. (37)	33.0 - 42.9											
Para-Prof. (38)	43.0 - 54.9											
Para-Prof. (39)	55.0 - 69.9	9	8					1				
Para-Prof. (40)	70.0 Plus	408	283	5	52	36		23		3	6	

Admn Supp (41)	0.1 - 15.9											
Admn Supp (42)	16.0 - 19.9											
Admn Supp (43)	20.0 - 24.9	1	1									
Admn Supp (44)	25.0 - 32.9	35	5	1	3	2		15	4	4	1	
Admn Supp (45)	33.0 - 42.9	682	48	31	28	70	1	182	114	114	87	7
Admn Supp (46)	43.0 - 54.9	138	7	13	8	13		36	18	24	19	
Admn Supp (47)	55.0 - 69.9	4	2	1				1				
Admn Supp (48)	70.0 Plus	1	1									

FULL TIME EMPLOYEES

(Temporary employees not included)

Job Categories	Annual Salaries, in Thousands	Totals	Males					Females				
			White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac Islander	Amer Ind/ Alaska Nat.
Skilled Craft (49)	0.1 - 15.9											
Skilled Craft (50)	16.0 - 19.9											
Skilled Craft (51)	20.0 - 24.9											
Skilled Craft (52)	25.0 - 32.9	1				1						
Skilled Craft (53)	33.0 - 42.9	44	20	4	9	5		2	3	1		
Skilled Craft (54)	43.0 - 54.9	1698	990	96	397	73	16	82	14	21	6	3
Skilled Craft (55)	55.0 - 69.9	631	350	45	123	57		38	7	7	3	1
Skilled Craft (56)	70.0 Plus	69	52	1	9	3		4				

Serv/Maint. (57)	0.1 - 15.9											
Serv/Maint. (58)	16.0 - 19.9											
Serv/Maint. (59)	20.0 - 24.9											
Serv/Maint. (60)	25.0 - 32.9	46	12	9	10	5		1	7	1	1	
Serv/Maint. (61)	33.0 - 42.9	1038	409	143	331	47	14	37	29	25	2	1
Serv/Maint. (62)	43.0 - 54.9	1700	996	132	412	48	18	47	20	24	1	2
Serv/Maint. (63)	55.0 - 69.9	1	1									
Serv/Maint. (64)	70.0 Plus											
Total Full time (65)		20,110	7,598	983	2,547	3,645	84	2,441	630	903	1,242	37

APPENDIX B

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
01	2011	CUSTODN	F					1				1
01	2011	CUSTODN	M								1	1
01	3135	TRANS ENG/CVL	F								2	2
01	3135	TRANS ENG/CVL	M								3	3
01	3175	TRANS ENG TECH	M								1	1
01	3609	TRN ENG/EL	M								1	1
01	3626	ELECTL ENGRG T III	M								1	1
01	4675	A CLTR ADM	F								1	1
01	4713	SR ENVIRMNTL PLNNR	M								1	1
01	4721	ASSOC TRANS PLANNR	F								1	1
01	4721	ASSOC TRANS PLANNR	M								2	2
01	5157	STAFF SER AN (GEN)	F						1			1
01	5157	STAFF SER AN (GEN)	F								1	1
01	5157	STAFF SER AN (GEN)	M								1	1
01	6282	CLTRN MTN A SUP	M								1	1
01	6285	CT HWY MTN LDWKER	M								1	1
01	6287	CT HWY MTN WKER	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
01	6288	CLT LNDSP SP	M								1	1
01	6940	MAINT MECHANIC	M								1	1
01	9381	TRE MNT WKER	M								1	1
DIST 1 TOTAL				0	0	0	0	1	1	0	22	24

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
02	1139	OFF TECH (TYPING)	F	1								1
02	1139	OFF TECH (TYPING)	F								2	2
02	3169	AS TRANS ENG CLT/R	M								1	1
02	3175	TRANS ENG TECH	M								1	1
02	3609	TRN ENG/EL	M	1								1
02	3609	TRN ENG/EL	M								1	1
02	3710	DISPCHER-CLK	F								1	1
02	4634	AS ENV PLN/ARCH	M								1	1
02	4675	A CLTR ADM	F								1	1
02	4768	TRANSPORT PLANNER	F								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
02	4800	STAFF SVS MANGER I	F								1	1
02	5157	STAFF SER AN (GEN)	F	1								1
02	5160	PERSONNEL TECH I	F								1	1
02	6220	WAREHOUSE WORKER	M								1	1
02	6285	CT HWY MTN LDWKER	M								1	1
02	6286	CT EQUIP OP II	M			2						2
02	6286	CT EQUIP OP II	M					2				2
02	6286	CT EQUIP OP II	M						2			2
02	6286	CT EQUIP OP II	M								37	37
02	6287	CT HWY MTN WKER	M			1						1
02	6287	CT HWY MTN WKER	F					1				1
02	6287	CT HWY MTN WKER	F								4	4
02	6287	CT HWY MTN WKER	M								8	8
02	6301	CT MNT SUP	M								2	2
DIST 2 TOTAL				3	0	3	0	3	2	0	64	75

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
03	1139	OFF TECH (TYPING)	M		1							1
03	1139	OFF TECH (TYPING)	F						1			1
03	1139	OFF TECH (TYPING)	F								4	4
03	2185	COOK SP I	F								1	1
03	2885	GRAPHIC D II	M				1					1
03	3023	SENIOR DELINEATOR	F								1	1
03	3135	TRANS ENG/CVL	M		8							8
03	3135	TRANS ENG/CVL	M			1						1
03	3135	TRANS ENG/CVL	M					2				2
03	3135	TRANS ENG/CVL	F						1			1
03	3135	TRANS ENG/CVL	M						2			2
03	3135	TRANS ENG/CVL	F								2	2
03	3135	TRANS ENG/CVL	M								10	10
03	3161	SR TRANS ENGR CLTR	F								1	1
03	3167	ASO TRANS ENG CLTR	M								1	1
03	3175	TRANS ENG TECH	F								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
03	3175	TRANS ENG TECH	M								1	1
03	3381	MAT&RES ENG AS SP	M								1	1
03	3609	TRN ENG/EL	M					1				1
03	3609	TRN ENG/EL	M						1			1
03	3710	DISPCHER-CLK	F						1			1
03	3710	DISPCHER-CLK	F								3	3
03	4640	ENVIRONMNTL PLANNR	F	1								1
03	4678	AS CLTR ADM	M		1							1
03	4678	AS CLTR ADM	F								1	1
03	4680	AS ENV PLNER/NAT S	F								1	1
03	4711	ASSOC ENVRMTL PLNR	F								1	1
03	4768	TRANSPORT PLANNER	F		1							1
03	4959	RGT OF WAY AGENT	F		1							1
03	4959	RGT OF WAY AGENT	M					1				1
03	4959	RGT OF WAY AGENT	F								1	1
03	4962	SENIOR R/W AGENT	F								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
03	5393	ASO GOVRL PROG ANL	F								2	2
03	6285	CT HWY MTN LDWKR	M								1	1
03	6286	CT EQUIP OP II	M								34	34
03	6287	CT HWY MTN WKR	M					2				2
03	6287	CT HWY MTN WKR	F								1	1
03	6287	CT HWY MTN WKR	M								5	5
03	6288	CLT LNDSP SP	M						1			1
03	6288	CLT LNDSP SP	M								1	1
03	6890	CT EQUIP OP I	F	1								1
03	6924	CLTRN ELECT II	M								4	4
03	6940	MAINT MECHANIC	M								1	1
DIST 3 TOTAL				2	12	1	1	6	7	0	80	109

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
04	1139	OFF TECH (TYPING)	F			1						1
04	1139	OFF TECH (TYPING)	M								1	1
04	1379	OFF ASST/TYPE	F				1					1
04	1707	TOLL COLLECTOR	F		1							1
04	1707	TOLL COLLECTOR	F			3						3
04	1707	TOLL COLLECTOR	M			2						2
04	2011	CUSTODN	M		1							1
04	2011	CUSTODN	F			2						2
04	2011	CUSTODN	M			1						1
04	2011	CUSTODN	F						1			1
04	2885	GRAPHIC D II	F						1			1
04	3029	TRANS SURV	M								3	3
04	3135	TRANS ENG/CVL	F		2							2
04	3135	TRANS ENG/CVL	M		21							21
04	3135	TRANS ENG/CVL	M			1						1
04	3135	TRANS ENG/CVL	M				2					2
04	3135	TRANS ENG/CVL	M						1			1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
04	3135	TRANS ENG/CVL	M								5	5
04	3161	SR TRANS ENGR CLTR	M								2	2
04	3175	TRANS ENG TECH	M	1								1
04	3175	TRANS ENG TECH	F		1							1
04	3710	DISPCHER-CLK	F			4						4
04	3710	DISPCHER-CLK	F								2	2
04	3710	DISPCHER-CLK	M								1	1
04	4617	ENV PLN/ARCH	F						1			1
04	4617	ENV PLN/ARCH	M								1	1
04	4618	ENV PLN/ARCH H	M								1	1
04	4635	ENV PLNER/NATUR SC	F						1			1
04	4635	ENV PLNER/NATUR SC	F								2	2
04	4635	ENV PLNER/NATUR SC	M								1	1
04	4640	ENVIRONMNTL PLANNR	F		1							1
04	4640	ENVIRONMNTL PLANNR	F					1				1
04	4640	ENVIRONMNTL PLANNR	M					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
04	4640	ENVIRONMNTL PLANNR	M								2	2
04	4675	A CLTR ADM	M		1							1
04	4675	A CLTR ADM	F			1						1
04	4675	A CLTR ADM	F								1	1
04	4965	ASSOC R/W AGENT	F								1	1
04	4965	ASSOC R/W AGENT	M								2	2
04	5157	STAFF SER AN (GEN)	F		2							2
04	5157	STAFF SER AN (GEN)	M		1							1
04	5157	STAFF SER AN (GEN)	F								2	2
04	5157	STAFF SER AN (GEN)	M								1	1
04	5393	ASO GOVRL PROG ANL	F		1							1
04	5393	ASO GOVRL PROG ANL	M			1						1
04	5393	ASO GOVRL PROG ANL	F					1				1
04	5393	ASO GOVRL PROG ANL	M								1	1
04	5601	INF OF I/SP	F								1	1
04	5601	INF OF I/SP	M								1	1
04	5788	DEP ATT IV/CLTR	M					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
04	6239	CLTRNS MNT MGR II	M								1	1
04	6280	CLTRN MTN MGR I	M								1	1
04	6286	CT EQUIP OP II	M			1						1
04	6286	CT EQUIP OP II	M								3	3
04	6287	CT HWY MTN WKER	M			2						2
04	6287	CT HWY MTN WKER	M					2				2
04	6287	CT HWY MTN WKER	F								1	1
04	6287	CT HWY MTN WKER	M								2	2
04	6288	CLT LNDSP SP	M								2	2
04	6297	CT LNDSC MTN WKER	M					3				3
04	6358	DRAWBRIDGE OPERATR	M								2	2
04	6361	FERRYBOAT MATE	M								1	1
04	6517	STRUCT STEEL PNTR	M				1					1
04	6517	STRUCT STEEL PNTR	M					1				1
04	6517	STRUCT STEEL PNTR	M							1		1
04	6517	STRUCT STEEL PNTR	M								2	2
04	6924	CLTRN ELECT II	M						1			1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
04	6924	CLTRN ELECT II	M								2	2
04	6938	CLTRN-ELECT I	M					1				1
04	6968	DECKHAND FERRYBOAT	M								1	1
04	9381	TRE MNT WKER	M					1				1
04	9381	TRE MNT WKER	M							1		1
DIST 4 TOTAL				1	32	19	4	12	6	2	49	125

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
05	1139	OFF TECH (TYPING)	F								1	1
05	1303	PERSNL SP	F								1	1
05	2011	CUSTODN	F			1						1
05	3135	TRANS ENG/CVL	M								1	1
05	4768	TRANSPORT PLANNER	F								1	1
05	5157	STAFF SER AN (GEN)	F								1	1
05	6282	CLTRN MTN A SUP	M								1	1
05	6286	CT EQUIP OP II	M					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
05	6286	CT EQUIP OP II	M								3	3
05	6287	CT HWY MTN WKER	M				2					2
05	6287	CT HWY MTN WKER	M					10				10
05	6287	CT HWY MTN WKER	M								5	5
05	6288	CLT LNDSP SP	F								1	1
05	6924	CLTRN ELECT II	M					2				2
05	6924	CLTRN ELECT II	M								2	2
05	6938	CLTRN-ELECT I	M					1				1
05	9381	TRE MNT WKER	M							1		1
05	9381	TRE MNT WKER	M								4	4
DIST 5 TOTAL				0	0	1	2	14	0	1	21	39

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
06	1138	OFF TECHNICN (GEN)	F								2	2
06	1139	OFF TECH (TYPING)	F								1	1
06	1176	SECRETARY	F								1	1
06	1506	MAT & STORES SP	M					1				1
06	3030	TRANS SURV PTY CH	M								1	1
06	3135	TRANS ENG/CVL	M		1							1
06	3135	TRANS ENG/CVL	M			1						1
06	3135	TRANS ENG/CVL	F					1				1
06	3135	TRANS ENG/CVL	M								5	5
06	3609	TRN ENG/EL	F								1	1
06	4635	ENV PLNER/NATUR SC	F		1							1
06	4640	ENVIRONMNTL PLANNR	F								1	1
06	4675	A CLTR ADM	F								1	1
06	4721	ASSOC TRANS PLANNR	M								1	1
06	4725	SUPVG TRANS PLANNR	M								1	1
06	4768	TRANSPORT PLANNER	M								1	1
06	4802	STAFF SVS MGR III	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
06	4965	ASSOC R/W AGENT	F								1	1
06	4965	ASSOC R/W AGENT	M								5	5
06	5393	ASO GOVRL PROG ANL	F								3	3
06	5601	INF OF I/SP	F								1	1
06	5617	RESEARCH WRITER	F								1	1
06	6286	CT EQUIP OP II	M	1								1
06	6286	CT EQUIP OP II	M								4	4
06	6287	CT HWY MTN WKER	M	1								1
06	6287	CT HWY MTN WKER	M					3				3
06	6287	CT HWY MTN WKER	M								3	3
06	6288	CLT LNDSP SP	M								1	1
06	6297	CT LNDSC MTN WKER	M					1				1
06	6297	CT LNDSC MTN WKER	M								1	1
DIST 6 TOTAL				2	2	1	0	6	0	0	37	48

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
07	1138	OFF TECHNICN (GEN)	M					1				1
07	1139	OFF TECH (TYPING)	F			1						1
07	1139	OFF TECH (TYPING)	M					1				1
07	1139	OFF TECH (TYPING)	F								1	1
07	1412	DIGITL PRNT OP II	M			1						1
07	2971	LNDSCP AS	F		1							1
07	3135	TRANS ENG/CVL	M		4							4
07	3135	TRANS ENG/CVL	M					1				1
07	3161	SR TRANS ENGR CLTR	M						1			1
07	3161	SR TRANS ENGR CLTR	M								2	2
07	3609	TRN ENG/EL	M								1	1
07	3710	DISPCHER-CLK	F								1	1
07	4640	ENVIRONMNTL PLANNR	F		1							1
07	4640	ENVIRONMNTL PLANNR	M			1						1
07	4640	ENVIRONMNTL PLANNR	F								1	1
07	4640	ENVIRONMNTL PLANNR	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
07	4678	AS CLTR ADM	M			1						1
07	4713	SR ENVIRMNTL PLNNR	M			1						1
07	4721	ASSOC TRANS PLANNR	M			1						1
07	4724	SR TRANS PLANNER	M					1				1
07	4965	ASSOC R/W AGENT	M								2	2
07	5157	STAFF SER AN (GEN)	F				2					2
07	5157	STAFF SER AN (GEN)	F					1				1
07	5393	ASO GOVRL PROG ANL	F			1						1
07	5393	ASO GOVRL PROG ANL	M			1						1
07	5393	ASO GOVRL PROG ANL	F				1					1
07	5393	ASO GOVRL PROG ANL	F					1				1
07	5393	ASO GOVRL PROG ANL	M					1				1
07	5393	ASO GOVRL PROG ANL	M								1	1
07	5601	INF OF I/SP	M			1						1
07	5601	INF OF I/SP	F								1	1
07	6286	CT EQUIP OP II	M	1								1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
07	6286	CT EQUIP OP II	M			1						1
07	6286	CT EQUIP OP II	M					2				2
07	6286	CT EQUIP OP II	M								2	2
07	6287	CT HWY MTN WKER	M	1								1
07	6287	CT HWY MTN WKER	M			3						3
07	6287	CT HWY MTN WKER	M					7				7
07	6287	CT HWY MTN WKER	M								4	4
07	6297	CT LNDSC MTN WKER	M			3						3
07	6297	CT LNDSC MTN WKER	M					8				8
07	6297	CT LNDSC MTN WKER	F								2	2
07	6297	CT LNDSC MTN WKER	M								1	1
07	6517	STRUCT STEEL PNTR	M					1				1
07	6890	CT EQUIP OP I	M			2						2
07	6890	CT EQUIP OP I	M					3				3
07	6897	AUTOMTV POOL AT II	M					1				1
07	6924	CLTRN ELECT II	M		1							1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
07	6924	CLTRN ELECT II	M					1				1
07	6939	CLTRN ELECT TECH	M		2							2
07	6939	CLTRN ELECT TECH	M			1						1
07	6939	CLTRN ELECT TECH	M					3				3
07	6939	CLTRN ELECT TECH	M								1	1
07	9381	TRE MNT WKER	M			1						1
07	9381	TRE MNT WKER	M					1				1
DIST 7 TOTAL				2	9	20	3	34	1	0	21	90

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
08	1139	OFF TECH (TYPING)	F					2				2
08	1139	OFF TECH (TYPING)	F								1	1
08	2011	CUSTODN	M					1				1
08	3135	TRANS ENG/CVL	M		2							2
08	3135	TRANS ENG/CVL	F					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
08	3135	TRANS ENG/CVL	M								1	1
08	3152	PRINCPL TR ENG CLT	M								1	1
08	4640	ENVIRONMNTL PLANNR	M						1			1
08	4678	AS CLTR ADM	F					1				1
08	4768	TRANSPORT PLANNER	F		1							1
08	4768	TRANSPORT PLANNER	M		1							1
08	4768	TRANSPORT PLANNER	F						1			1
08	4965	ASSOC R/W AGENT	M								1	1
08	5393	ASO GOVRL PROG ANL	M								1	1
08	6239	CLTRNS MNT MGR II	M								1	1
08	6286	CT EQUIP OP II	M								6	6
08	6287	CT HWY MTN WKER	M					1				1
08	6287	CT HWY MTN WKER	F								1	1
08	6287	CT HWY MTN WKER	M								1	1
08	6297	CT LNDSC MTN WKER	M					2				2
08	6940	MAINT MECHANIC	M					1				1
DIST 8 TOTAL				0	4	0	0	9	2	0	14	29

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
09	2011	CUSTODN	M					2				2
09	2011	CUSTODN	F								1	1
09	3135	TRANS ENG/CVL	M								3	3
09	3163	SR TRN ELC ENG/SP	M								1	1
09	3710	DISPCHER-CLK	F								1	1
09	4768	TRANSPORT PLANNER	F			1						1
09	5160	PERSONNEL TECH I	F								1	1
09	6286	CT EQUIP OP II	M								14	14
DIST 9 TOTAL				0	0	1	0	2	0	0	21	24

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
10	1139	OFF TECH (TYPING)	F			2						2
10	2184	COOK SP II	M								1	1
10	3135	TRANS ENG/CVL	F		2							2
10	3135	TRANS ENG/CVL	M		1							1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
10	3135	TRANS ENG/CVL	M				1					1
10	3135	TRANS ENG/CVL	F					1				1
10	3166	AS TRN ELC ENG SP	M								1	1
10	3710	DISPCHER-CLK	F			2						2
10	4640	ENVIRONMNTL PLANNR	M								1	1
10	4678	AS CLTR ADM	F								1	1
10	5157	STAFF SER AN (GEN)	F					1				1
10	5157	STAFF SER AN (GEN)	F								1	1
10	5393	ASO GOVRL PROG ANL	F				1					1
10	5393	ASO GOVRL PROG ANL	F					1				1
10	5601	INF OF I/SP	M								1	1
10	6286	CT EQUIP OP II	M	1								1
10	6286	CT EQUIP OP II	M					1				1
10	6286	CT EQUIP OP II	M								16	16
10	6358	DRAWBRIDGE OPERATR	M								2	2
10	6938	CLTRN-ELECT I	M					1				1
DIST 10 TOTAL				1	3	4	2	5	0	0	24	39

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
11	1138	OFF TECHNICN (GEN)	F					1				1
11	1138	OFF TECHNICN (GEN)	M								1	1
11	1139	OFF TECH (TYPING)	F					2				2
11	1139	OFF TECH (TYPING)	F								1	1
11	3029	TRANS SURV	M								2	2
11	3135	TRANS ENG/CVL	F		1							1
11	3135	TRANS ENG/CVL	M		2							2
11	3135	TRANS ENG/CVL	M				1					1
11	3135	TRANS ENG/CVL	F					1				1
11	3135	TRANS ENG/CVL	M					2				2
11	3135	TRANS ENG/CVL	F								1	1
11	3135	TRANS ENG/CVL	M								4	4
11	3710	DISPCHER-CLK	F							1		1
11	4617	ENV PLN/ARCH	M		1							1
11	4640	ENVIRONMNTL PLANNR	F			1						1
11	4640	ENVIRONMNTL PLANNR	F								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
11	4640	ENVIRONMNTL PLANNR	M								2	2
11	4721	ASSOC TRANS PLANNR	M								1	1
11	4959	RGT OF WAY AGENT	F								1	1
11	4959	RGT OF WAY AGENT	M								1	1
11	5157	STAFF SER AN (GEN)	F					2				2
11	5157	STAFF SER AN (GEN)	F								1	1
11	5171	TELEC SY ANALYST II	F					1				1
11	5171	TELEC SY ANALYST II	M								2	2
11	5393	ASO GOVRL PROG ANL	F								1	1
11	6282	CLTRN MTN A SUP	M								1	1
11	6285	CT HWY MTN LDWKER	M								2	2
11	6286	CT EQUIP OP II	M					1				1
11	6286	CT EQUIP OP II	M								3	3
11	6287	CT HWY MTN WKER	M	1								1
11	6287	CT HWY MTN WKER	M			1						1
11	6287	CT HWY MTN WKER	M					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
11	6297	CT LNDSC MTN WKER	M			1						1
11	6297	CT LNDSC MTN WKER	M								1	1
11	6924	CLTRN ELECT II	M				1					1
11	6924	CLTRN ELECT II	M					1				1
11	9381	TRE MNT WKER	M								1	1
DIST 11 TOTAL				1	4	3	2	12	0	1	27	50

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
12	1139	OFF TECH (TYPING)	F								2	2
12	2011	CUSTODN	M								2	2
12	2971	LNDSCP AS	M								1	1
12	3710	DISPCHER-CLK	F			1						1
12	4617	ENV PLN/ARCH	M								1	1
12	4675	A CLTR ADM	F								1	1
12	4678	AS CLTR ADM	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
12	4680	AS ENV PLNER/NAT S	F								1	1
12	4725	SUPVG TRANS PLANNR	F								1	1
12	4800	STAFF SVS MANGER I	F		1							1
12	5393	ASO GOVRL PROG ANL	M					1				1
12	5393	ASO GOVRL PROG ANL	F								1	1
12	6282	CLTRN MTN A SUP	F								1	1
12	6282	CLTRN MTN A SUP	M								1	1
12	6297	CT LNDSC MTN WKER	M					1				1
DIST 12 TOTAL				0	1	1	0	2	0	0	13	17

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
20	1139	OFF TECH (TYPING)	M		1							1
20	1247	EXEC SEC I	F				1					1
20	1312	ST INFO SYS AN/SP	F								2	2
20	1312	ST INFO SYS AN/SP	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
20	1337	SR INFO SYS AN/SP	M		1							1
20	1337	SR INFO SYS AN/SP	F			1						1
20	1340	SR INFO SYS AN/SUP	F		1							1
20	1340	SR INFO SYS AN/SUP	M								1	1
20	1367	SYS SFTWR S III/TC	M								1	1
20	1373	SYS SFTWR S II/TC	M		2							2
20	1373	SYS SFTWR S II/TC	M								2	2
20	1470	AS INFO SYS AN/SP	M		1							1
20	1470	AS INFO SYS AN/SP	M			1						1
20	1470	AS INFO SYS AN/SP	M					2				2
20	1470	AS INFO SYS AN/SP	F								3	3
20	1470	AS INFO SYS AN/SP	M								3	3
20	1479	A INFO SYS AN	M		1							1
20	1479	A INFO SYS AN	M			1						1
20	1479	A INFO SYS AN	M				2					2
20	1479	A INFO SYS AN	F					1				1
20	1479	A INFO SYS AN	M					1				1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
20	1479	A INFO SYS AN	M						1			1
20	1479	A INFO SYS AN	F								1	1
20	1479	A INFO SYS AN	M								6	6
20	1558	SYS SFTW SP II/S	M		1							1
20	1559	SYS SFTW SP III/S	F			1						1
20	1579	AS PROG ANLYST/SP	M		2							2
20	1579	AS PROG ANLYST/SP	M			1						1
20	1579	AS PROG ANLYST/SP	M						1			1
20	1579	AS PROG ANLYST/SP	F								2	2
20	1579	AS PROG ANLYST/SP	M								6	6
20	1581	ST PROG ANLYST/SP	F		1							1
20	1581	ST PROG ANLYST/SP	M								1	1
20	1583	SR PROG ANLYST/SP	F				1					1
20	1587	SYS SF SP I/TECH	M		1							1
20	4675	A CLTR ADM	F				1					1
20	5361	ADMINISTRATV AST I	F			1						1
DIST 20 TOTAL				0	12	6	5	4	2	0	29	58

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
22	1138	OFF TECHNICN (GEN)	F			1						1
22	1139	OFF TECH (TYPING)	M		1							1
22	1139	OFF TECH (TYPING)	F				1					1
22	1139	OFF TECH (TYPING)	M					2				2
22	1139	OFF TECH (TYPING)	F								3	3
22	1247	EXEC SEC I	F								1	1
22	1303	PERSNL SP	F		1							1
22	1303	PERSNL SP	F			1						1
22	1303	PERSNL SP	M			1						1
22	1303	PERSNL SP	F				2					2
22	1303	PERSNL SP	F								5	5
22	1303	PERSNL SP	M								1	1
22	1304	PERSNL SUP I	M								1	1
22	1317	SR PERSNL SP	F					1				1
22	1317	SR PERSNL SP	F								1	1
22	1340	SR INFO SYS AN/SUP	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
22	1412	DIGITL PRNT OP II	F			1						1
22	1412	DIGITL PRNT OP II	M					1				1
22	1479	A INFO SYS AN	M								1	1
22	1506	MAT & STORES SP	M								1	1
22	2944	SUP LIBRARIAN I	F								1	1
22	4236	AST OPRTNS SECUR O	M		1							1
22	4675	A CLTR ADM	F			1						1
22	4678	AS CLTR ADM	F			1						1
22	4678	AS CLTR ADM	F					1				1
22	4678	AS CLTR ADM	F								1	1
22	4687	LMTD EX&A P C/I C	F								1	1
22	4800	STAFF SVS MANGER I	F								2	2
22	4800	STAFF SVS MANGER I	M								2	2
22	4889	PURCHASNG SPEC ANL	M								1	1
22	5142	ASO PERSONNEL ANLT	F		1							1
22	5142	ASO PERSONNEL ANLT	F					3				3

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
22	5142	ASO PERSONNEL ANLT	F								6	6
22	5157	STAFF SER AN (GEN)	F		3							3
22	5157	STAFF SER AN (GEN)	F					2				2
22	5157	STAFF SER AN (GEN)	M						1			1
22	5157	STAFF SER AN (GEN)	F								1	1
22	5160	PERSONNEL TECH I	F								1	1
22	5194	TRAINING OFFICR II	M					1				1
22	5197	TRAINING OFFICER I	F								1	1
22	5361	ADMINISTRATV AST I	F					1				1
22	5393	ASO GOVRL PROG ANL	F		1							1
22	5393	ASO GOVRL PROG ANL	M		2							2
22	5393	ASO GOVRL PROG ANL	F			3						3
22	5393	ASO GOVRL PROG ANL	F								2	2
22	5393	ASO GOVRL PROG ANL	M								1	1
22	6220	WAREHOUSE WORKER	M								1	1
22	6752	CH OF PLANT OPR I	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
22	7255	DIGITL C SP I	F								1	1
22	7500	C.E.A.	F								1	1
22	7500	C.E.A.	M								1	1
22	9529	LAB REL ANALYST	F		1							1
22	9529	LAB REL ANALYST	F					1				1
DIST 22 TOTAL				0	11	9	3	13	1	0	40	77

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
32	1139	OFF TECH (TYPING)	F					1				1
32	1139	OFF TECH (TYPING)	M					1				1
32	1139	OFF TECH (TYPING)	F								1	1
32	1139	OFF TECH (TYPING)	M								1	1
32	1542	SR EQUIP MATERL SP	M								1	1
32	1552	EQUIP MATERL SP	M	1								1
32	1552	EQUIP MATERL SP	M					1				1
32	1552	EQUIP MATERL SP	M								5	5

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
32	3639	EQUIP ENG	M					3				3
32	3713	CLTRN HVY EQ MECH	M	2								2
32	3713	CLTRN HVY EQ MECH	M		1							1
32	3713	CLTRN HVY EQ MECH	M			4						4
32	3713	CLTRN HVY EQ MECH	M					12				12
32	3713	CLTRN HVY EQ MECH	M						2			2
32	3713	CLTRN HVY EQ MECH	M								45	45
32	3714	HVY EQUIP M AP	M		1							1
32	3714	HVY EQUIP M AP	M			1						1
32	3714	HVY EQUIP M AP	M								2	2
32	5157	STAFF SER AN (GEN)	F		1							1
32	5157	STAFF SER AN (GEN)	M								1	1
32	5393	ASO GOVRL PROG ANL	F					1				1
32	6286	CT EQUIP OP II	M			1						1
32	6822	HWY EQUIPMT SUPT I	M								1	1
32	6851	AUTOMOBILE MECHANC	M								1	1
DIST 32 TOTAL				3	3	6	0	19	2	0	58	91

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
42	1138	OFF TECHNICN (GEN)	M								1	1
42	1282	LEGAL SECRETARY	F				1					1
42	1282	LEGAL SECRETARY	F					2				2
42	1282	LEGAL SECRETARY	F								2	2
42	1441	OFF ASST/GEN	M								1	1
42	3224	SR LEGAL TYPIST	F			1						1
42	5779	DEP ATTNY/CALTRANS	M					1				1
42	5779	DEP ATTNY/CALTRANS	F								2	2
42	5779	DEP ATTNY/CALTRANS	M								6	6
42	5788	DEP ATT IV/CLTR	F								1	1
42	5788	DEP ATT IV/CLTR	M								2	2
42	5797	GRAD LEGAL ASST	F		1							1
42	5797	GRAD LEGAL ASST	M						1			1
42	5797	GRAD LEGAL ASST	F								1	1
42	5797	GRAD LEGAL ASST	M								1	1
42	6329	LITIGATN SP II	M								1	1
DIST 42 TOTAL				0	1	1	1	3	1	0	18	25

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
43	4713	SR ENVIRMNTL PLNNR	F								1	1
43	5393	ASO GOVRL PROG ANL	F								1	1
DIST 43 TOTAL				0	0	0	0	0	0	0	2	2

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
44	1139	OFF TECH (TYPING)	F								1	1
44	5361	ADMINISTRATV AST I	F					1				1
DIST 44 TOTAL				0	0	0	0	1	0	0	1	2

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
45	1728	EXEC A	F								1	1
DIST 45 TOTAL				0	0	0	0	0	0	0	1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
50	1728	EXEC A	F			1						1
50	3135	TRANS ENG/CVL	M		1							1
50	3135	TRANS ENG/CVL	M				1					1
50	3135	TRANS ENG/CVL	F					1				1
50	3135	TRANS ENG/CVL	F						1			1
50	3135	TRANS ENG/CVL	M								1	1
50	3155	SUPVG TR ENGR CLTR	M								1	1
50	3161	SR TRANS ENGR CLTR	M								1	1
50	5157	STAFF SER AN (GEN)	F								2	2
50	5393	ASO GOVRL PROG ANL	M					1				1
50	5393	ASO GOVRL PROG ANL	F								1	1
50	5393	ASO GOVRL PROG ANL	M								1	1
DIST 50 TOTAL				0	1	1	1	2	1	0	7	13

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
51	1139	OFF TECH (TYPING)	F								1	1
51	3175	TRANS ENG TECH	M								1	1
51	3710	DISPCHER-CLK	M			1						1
51	3710	DISPCHER-CLK	F								1	1
51	4768	TRANSPORT PLANNER	M								1	1
51	4800	STAFF SVS MANGER I	F								1	1
51	5393	ASO GOVRL PROG ANL	F			1						1
51	5393	ASO GOVRL PROG ANL	M			1						1
51	5393	ASO GOVRL PROG ANL	F					1				1
51	5393	ASO GOVRL PROG ANL	M						1			1
51	5393	ASO GOVRL PROG ANL	F								1	1
51	5393	ASO GOVRL PROG ANL	M								1	1
51	7417	RES ANALYST II/GIS	F								1	1
51	7419	RES PRO SP II/GIS	F								1	1
51	9927	PROG TECH	F								1	1
DIST 51 TOTAL				0	0	3	0	1	1	0	10	15

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
52	1139	OFF TECH (TYPING)	F		1							1
52	4962	SENIOR R/W AGENT	M								2	2
DIST 52 TOTAL				0	1	0	0	0	0	0	2	3

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
53	3135	TRANS ENG/CVL	M		1							1
53	3167	ASO TRANS ENG CLTR	M								3	3
53	5393	ASO GOVRL PROG ANL	M					1				1
DIST 53 TOTAL				0	1	0	0	1	0	0	3	5

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
54	3135	TRANS ENG/CVL	M					1				1
54	3161	SR TRANS ENGR CLTR	M					1				1
54	3166	AS TRN ELC ENG SP	M								1	1
54	3167	ASO TRANS ENG CLTR	F								1	1
DIST 54 TOTAL				0	0	0	0	2	0	0	2	4

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
56	3036	STRUC DESN TEC III	M								1	1
56	3135	TRANS ENG/CVL	F								1	1
56	3135	TRANS ENG/CVL	M								1	1
56	3640	ASO TELECOMMUN ENG	M					1				1
56	3640	ASO TELECOMMUN ENG	M								1	1
56	5393	ASO GOVRL PROG ANL	M								1	1
56	6282	CLTRN MTN A SUP	M								1	1
DIST 56 TOTAL				0	0	0	0	1	0	0	6	7

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
63	1139	OFF TECH (TYPING)	F					1				1
63	3135	TRANS ENG/CVL	F								1	1
63	4223	AS TREAS PROG OF	M								1	1
63	5393	ASO GOVRL PROG ANL	F		1							1
63	5672	AS AVIATION CON	M								2	2
DIST 63 TOTAL				0	1	0	0	1	0	0	4	6

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
64	4721	ASSOC TRANS PLANNR	F		1							1
64	4721	ASSOC TRANS PLANNR	F					1				1
64	4724	SR TRANS PLANNER	M								2	2
64	4768	TRANSPORT PLANNER	M				1					1
64	4768	TRANSPORT PLANNER	F					1				1
64	4768	TRANSPORT PLANNER	M					1				1
64	4768	TRANSPORT PLANNER	M								2	2
DIST 64 TOTAL				0	1	0	1	3	0	0	4	9

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
65	3135	TRANS ENG/CVL	F								1	1
65	4724	SR TRANS PLANNER	M								1	1
65	5157	STAFF SER AN (GEN)	F								1	1
65	5393	ASO GOVRL PROG ANL	F					1				1
65	5393	ASO GOVRL PROG ANL	F								1	1
DIST 65 TOTAL				0	0	0	0	1	0	0	4	5

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
72	4177	ACCT I/SP	F								1	1
72	4768	TRANSPORT PLANNER	M		1							1
72	9927	PROG TECH	F					1				1
72	9927	PROG TECH	M								1	1
DIST 72 TOTAL				0	1	0	0	1	0	0	2	4

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
74	1139	OFF TECH (TYPING)	F								2	2
74	2972	SR LNDSCP ARCH	F								1	1
74	4660	SPECIAL CONSULTANT	M								1	1
74	4721	ASSOC TRANS PLANNR	M								1	1
74	4768	TRANSPORT PLANNER	F						1			1
74	4768	TRANSPORT PLANNER	F								3	3
DIST 74 TOTAL				0	0	0	0	0	1	0	8	9

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
75	3188	RAIL TRANS AS	F						1			1
75	3193	RAIL TRANS MGR II	M								1	1
75	4713	SR ENVIRMNTL PLNNR	M								1	1
DIST 75 TOTAL				0	0	0	0	0	1	0	2	3

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
77	4155	STF MGMT AUD/SP	M			1						1
77	4155	STF MGMT AUD/SP	F				1					1
77	4155	STF MGMT AUD/SP	M								2	2
77	4159	ASO MANGMT AUDITOR	F		1							1
77	4159	ASO MANGMT AUDITOR	F			1						1
77	4159	ASO MANGMT AUDITOR	F				2					2
77	4159	ASO MANGMT AUDITOR	F								2	2
77	4161	SR MANGMNT AUDITOR	M								1	1
77	5841	ST SVS MANAGE AUD	F		1							1
77	5841	ST SVS MANAGE AUD	M		1							1
DIST 77 TOTAL				0	3	2	3	0	0	0	5	13

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
79	1312	ST INFO SYS AN/SP	M								1	1
DIST 79 TOTAL				0	0	0	0	0	0	0	1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
80	1247	EXEC SEC I	F								1	1
80	4724	SR TRANS PLANNER	M								1	1
DIST 80 TOTAL				0	0	0	0	0	0	0	2	2

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
81	4179	ACCOUNTANT TRAINEE	F		3							3
81	4179	ACCOUNTANT TRAINEE	F								3	3
81	4179	ACCOUNTANT TRAINEE	M								1	1
81	4546	ACCT OF/SPL	F		4							4
81	4546	ACCT OF/SPL	M		1							1
81	4546	ACCT OF/SPL	M			1						1
81	4546	ACCT OF/SPL	F				4					4
81	4546	ACCT OF/SPL	M					1				1
81	4546	ACCT OF/SPL	F						1			1
81	4546	ACCT OF/SPL	M							2		2
81	4546	ACCT OF/SPL	M								1	1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
81	4567	SR ACCT OF/SP	F		1							1
81	4567	SR ACCT OF/SP	F					1				1
81	4588	AS ACCT ANALYST	F		1							1
81	4588	AS ACCT ANALYST	F			1						1
81	4588	AS ACCT ANALYST	F						1			1
81	4588	AS ACCT ANALYST	F								2	2
81	4588	AS ACCT ANALYST	M								1	1
DIST 81 TOTAL				0	10	2	4	2	2	2	8	30

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
82	1139	OFF TECH (TYPING)	F					1				1
82	3135	TRANS ENG/CVL	M		1							1
82	3135	TRANS ENG/CVL	F					1				1
82	3135	TRANS ENG/CVL	M						1			1
82	4675	A CLTR ADM	F					1				1
82	4800	STAFF SVS MANGER I	F					1				1
82	4800	STAFF SVS MANGER I	F								1	1
82	4801	STF SVS MGR II/SUP	F								1	1
82	5157	STAFF SER AN (GEN)	F			1						1
82	5157	STAFF SER AN (GEN)	F					2				2
82	5157	STAFF SER AN (GEN)	F						1			1
82	5157	STAFF SER AN (GEN)	M						1			1
DIST 82 TOTAL				0	1	1	0	6	3	0	2	13

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
85	1728	EXEC A	F								1	1
85	4724	SR TRANS PLANNER	F								1	1
85	4724	SR TRANS PLANNER	M								1	1
85	5358	ADMINISTRV AST II	F			1						1
DIST 85 TOTAL				0	0	1	0	0	0	0	3	4

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
88	1138	OFF TECHNICN (GEN)	F			1						1
88	1139	OFF TECH (TYPING)	F		1							1
88	1139	OFF TECH (TYPING)	F							1		1
88	1728	EXEC A	F					1				1
88	4678	AS CLTR ADM	M			1						1
88	4800	STAFF SVS MANGER I	M								1	1
88	4801	STF SVS MGR II/SUP	F			1						1
88	5157	STAFF SER AN (GEN)	M		1							1

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
88	5157	STAFF SER AN (GEN)	F					1				1
88	5393	ASO GOVRL PROG ANL	F		1							1
88	5393	ASO GOVRL PROG ANL	M		2							2
88	5393	ASO GOVRL PROG ANL	F			1						1
88	5393	ASO GOVRL PROG ANL	M			1						1
88	5393	ASO GOVRL PROG ANL	F				1					1
88	5393	ASO GOVRL PROG ANL	F					1				1
88	5393	ASO GOVRL PROG ANL	M					1				1
88	5393	ASO GOVRL PROG ANL	F								2	2
88	5393	ASO GOVRL PROG ANL	M								4	4
88	5733	RES PR SP III/T E	M								1	1
DIST 88 TOTAL				0	5	5	1	4	0	1	8	24

DIST	CLASS CODE	POSITIONS	GENDER	AM INDIAN	ASIAN	BLACK	FILIPINO	HISPANIC	OTHER	PAC-ISLAND	WHITE	ALL
95	1728	EXEC A	F								1	1
95	2843	SR PHOTOGRAPHER	M		1							1
95	2843	SR PHOTOGRAPHER	M								2	2
95	4870	STUDENT ASSISTANT	F		1							1
95	5157	STAFF SER AN (GEN)	F								1	1
95	5571	TELEVISION SPECLST	M								1	1
95	7255	DIGITL C SP I	F								1	1
DIST 95 TOTAL				0	2	0	0	0	0	0	6	8
ALL DIST TOTALS				15	131	92	35	176	35	7	650	1141

APPENDIX C

DEPARTMENT OF TRANSPORTATION

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

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DEPARTMENT OF TRANSPORTATION EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

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APPENDIX D

EEO	Equal Employment Opportunity
Caltrans	California Department of Transportation
DES	Division of Engineering Services
HQ	Headquarters
EEOC	Equal Employment Opportunity Commission
FFY	Federal Fiscal Year
DCIU	Discrimination Complaint Investigation Unit
CFR	Code of Federal Regulations
ADA	American with Disabilities Act
TATW	Technical Assistance Training Workshop
CGCS	California Government Code Section
EO	Executive Order
DAC	Disability Advisory Council
DAT	Diversity Awareness Training
SHPT	Sexual Harassment Prevention Training
VTC	Video Teleconferencing
FAQ	Frequently Asked Questions
WVPT	Workplace Violence Prevention Training
AB	Assembly Bill
TBA	To be announced
CISM	Critical Incident Stress Management
EAP	Employee Assistance Program
SB/DVBE	Small Business/Disabled Veteran Business Enterprise
SBDC	Small Business Development Centers
T4T	Training for Trainers
U.C.	University of California
ACS	American Cancer Society
AHA	American Heart Association
NEO	New Employee Orientation
DOR	Department of Rehabilitation
CTF	California Transportation Fund
CHP	California Highway Patrol
R/W	Right-of-Way
FTC	Federal Technology Center
RNP	Race Neutral Policy